



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640 ♦ 989.837.3300 * 989.837.2717 Fax ♦ www.cityofmidlandmi.gov

REGULAR MEETING OF THE MIDLAND CITY COUNCIL
City Hall, 333 W. Ellsworth Street

April 24, 2017

7:00 PM

AGENDA

CALL TO ORDER - Maureen Donker, Mayor

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL - Thomas W. Adams
Steve Arnosky
Diane Brown Wilhelm
Maureen Donker
Marty A. Wazbinski

CONSIDERATION OF ADOPTING CONSENT AGENDA ITEMS:

All resolutions marked with an asterisk are considered to be routine and will be enacted by one motion. There will be no separate consideration of these items unless a Council member or citizen so requests during the discussion stage of the "Motion to adopt the Consent Agenda as indicated." If there is even a single request the item will be removed from the consent agenda without further motion and considered in its listed sequence in regular fashion.

APPROVAL OF MINUTES:

1. * Approve minutes of the April 10 regular and April 13 and 17 special City Council meetings. TISDALE

PROCLAMATIONS, AWARDS, RECOGNITIONS, PRESENTATIONS:

2. Proclamation recognizing City Manager Jon Lynch for his years of service to the Midland community. KEENAN

PUBLIC HEARINGS:

3. Proposed 2017-18 Community Development Block Grant budget (also see material sent in the March 13 agenda packet). KAYE

4. City Manager's Proposed 2017-18 Budget (also see material sent in the April 10 agenda packet). KEENAN
5. Amendment to the 2016-17 Budgets and Financial Working Plans (also see material sent in the April 10 agenda packet). KEENAN

PUBLIC COMMENTS, IF ANY, BEFORE CITY COUNCIL. This is an opportunity for people to address the City Council on issues that are relevant to Council business but are not on the agenda.

RESOLUTIONS:

6. * Authorizing David Keenan as one of two officers for check signing for the City of Midland, replacing Jon Lynch effective May 1, 2017. STRAYER
7. * Approving Site Plan No. 356 - Forestview Crossings - for site plan review and approval for the construction of a 34 unit residential site condominium located at 9203 Eastman Avenue. KAYE
8. * Confirming the City Manager's reappointment of Paul Barbeau and Dave Kell to the Downtown Development Authority Board. TISDALE
9. * Confirming the City Manager's reappointment of Jennifer Chappel and Dave Ginis to the Center City Authority Board. TISDALE
10. * Appointing Stephanie Andreasen to the Library Board. BARNARD
11. * Approving the request of the Michigan Baseball Foundation - Momentum Midland Initiative to conduct Movies on Main on Wednesday evenings June 7 through August 9. MCMANUS

Considering purchases and contracts:

12. * Replacement of the West End Roof at Washington Woods. KAYE
13. * Replacement of the walk-in refrigerator and freezer system at Washington Woods. KAYE
14. * Purchase Order increase to CTI for Engineering/Compliance support. SOVA
15. * E10 Ethanol Blend Unleaded Fuel purchase from April 4 (4/5 vote required). MURPHY
16. * Regular #2 Diesel Fuel purchase from April 6 (4/5 vote required). MURPHY

Setting a public hearing:

17. * Zoning Petition No. 611 - to amend the City of Midland zoning map by rezoning property located at 501 Bayliss Street and part of 2710 Jefferson Avenue

from Community Commercial zoning to Regional Commercial zoning (5/22).
KAYE

NEW BUSINESS:

TO CONTACT THE CITY WITH QUESTIONS OR FOR ADDITIONAL INFORMATION:

Citizen Comment Line:	837-3400
City of Midland website address:	www.cityofmidlandmi.gov
City of Midland email address:	cityhall@midland-mi.org
Government Information Center:	located near the reference desk at the Grace A. Dow Memorial Library

Backup material for agenda item:

1. * Approve minutes of the April 10 regular and April 13 and 17 special City Council meetings. TISDALE

April 10, 2017

A regular meeting of the City Council was held on Monday, April 10, 2017, at 7:00 p.m. in the Council Chambers of City Hall. Mayor Donker presided. The Pledge of Allegiance to the Flag was recited in unison.

Councilmen present: Thomas Adams, Steve Arnosky, Diane Brown Wilhelm, Maureen Donker, Marty Wazbinski

Councilmen absent: None

MINUTES

Approval of the minutes of the March 27, 2017 regular meeting was offered by Councilman Brown Wilhelm and seconded by Councilman Adams. (Motion ADOPTED.)

DOWNTOWN MIDLAND STREETSCAPE CONSTRUCTION UPDATE

Community Affairs Director Selina Tisdale presented an update on the Downtown Midland Streetscape project.

TRIDGE RENOVATIONS PROJECT UPDATE

Department of Public Services Director Karen Murphy presented an update on the Tridge Renovation project.

ZONING PETITION NO. 610

Assistant City Manager Brad Kaye presented information on Zoning Petition No. 610 – rezoning property located at 506 and 718 East Buttles Street from RC Regional Commercial Zoning to Downtown Zoning. The public hearing opened at 7:50 p.m. Paul Barbeau, 2101 Norwood Drive, Vice President of the Michigan Baseball Foundation, the petitioner requesting the rezoning, spoke in favor of the request. The hearing closed at 7:55 p.m. The following ordinance amendment was then offered by Councilman Brown Wilhelm and seconded by Councilman Arnosky:

ORDINANCE NO. 1798

AN ORDINANCE TO AMEND ORDINANCE NO. 1585, BEING AN ORDINANCE TO REGULATE AND RESTRICT THE LOCATION OF TRADES AND INDUSTRIES AND THE LOCATION OF BUILDINGS DESIGNED FOR SPECIFIC USES, TO REGULATE AND LIMIT THE HEIGHT AND BULK OF BUILDINGS HEREFTER ERECTED OR ALTERED, TO REGULATE AND DETERMINE THE AREA OF YARDS, COURTS, AND OTHER OPEN SPACES SURROUNDING BUILDINGS, TO REGULATE AND LIMIT THE DENSITY OF POPULATION, AND FOR SAID PURPOSES, TO DIVIDE THE CITY INTO DISTRICTS AND PRESCRIBE PENALTIES FOR THE VIOLATION OF ITS PROVISIONS BY AMENDING THE ZONING MAP TO PROVIDE A DOWNTOWN ZONING DISTRICT WHERE A REGIONAL COMMERCIAL ZONING DISTRICT PRESENTLY EXISTS.

The City of Midland Ordains:

Section 1. That the Zoning Map of Ordinance No. 1585, being the Zoning Ordinance of the City of Midland, is hereby amended as follows:

506 EAST BUTTLES STREET

ALL OF BLK 49 ORIGINAL PLAT OF MIDLAND

718 EAST BUTTLES STREET

LOTS 9 THRU 16 BLK 48 LARKINS ADD & LOTS 1,2,3,4,7,8 BLK 48 ORIGINAL PLAT OF MIDLAND

Be, and the same is hereby changed to Downtown zoning.

Section 2. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 3. This Ordinance shall take effect upon publication. (Ordinance ADOPTED.)

PUBLIC COMMENTS

No public comments were made.

2017 SIDEWALK IMPROVEMENT PROGRAM

City Engineer Brian McManus presented information on the 2017 Sidewalk Improvement Program and required hearing of necessity. The following resolution was then offered by Councilman Adams and seconded by Councilman Wazbinski:

WHEREAS, the City Manager has submitted his report to the City Council presenting certain information regarding the installation of sidewalks on certain streets in the City of Midland in conformance with the Code of Ordinances of the City of Midland, said streets being listed as:

Bayliss Street (west side)	from Haley Street to Arbury Place
Shirewood Lane (south side)	at 510 Shirewood Lane
E. Wackerly Street (north side)	at 405 E. Wackerly Street
W. Wackerly Street (north side)	from 2200 to 2720 W. Wackerly Street
Waldo Avenue (west side)	from James Savage Road to Yale Avenue

; and

WHEREAS, the City Council has reviewed and studied said report; now therefore

RESOLVED, that the Council finds and determines that the construction of said sidewalks, as before listed, appears to be necessary public improvements conducive to the general health, convenience and welfare of the people of the City of Midland and that the estimated period of usefulness of said improvements is twenty-five (25) years; and

RESOLVED FURTHER, that for the purpose of effecting a savings in cost, the several proposed improvements are combined into one project and that one special assessment district for the purpose of said combined improvements, be and is hereby established to be known as the "2017 SIDEWALK IMPROVEMENT SPECIAL ASSESSMENT DISTRICT" and that said district comprises and includes the following described lands and premises, to wit:

Bayliss Street (west side) from Haley Street to Arbury Place

Beginning at the Southwest corner of Section 15, T. 14 N., R. 02 E, City of Midland, Midland County, Michigan; thence 1,310.0 feet East along the South Section Line; thence North 660.5 feet to the True Point of Beginning; thence North 660.0 feet; thence West 85.0 feet; thence South 660.0 feet; thence East 85.0 feet, to the True Point of Beginning.

Shirewood Lane (south side) at 510 Shirewood Lane

Lot 109 Scenic Estate No. 7

E. Wackerly Street (north side) at 405 E. Wackerly Street

Beginning 1,030.4 feet East of the Southwest corner of Section 34, T. 15 N., R. 02 E., City of Midland, Midland County, Michigan; thence East 140 feet; thence North 75.0 feet; thence West 140 feet; thence South 75.0 feet, to the Point of Beginning.

W. Wackerly Street (north side) from 2200 to 2720 W. Wackerly Street

Beginning 67.7 feet West of the East 1/8 corner on the South Section Line of Section 32, T. 15 N., R. 02 E., City of Midland, Midland County, Michigan; thence West 2,180.0 feet; thence North 85.0 feet; thence East 2,180.0 feet; thence South 85.0 feet, to the Point of Beginning.

Waldo Avenue (west side) from James Savage Road to Yale Avenue

Beginning at the Northeast corner of Section 23, T. 14 N., R. 02 E., City of Midland, Midland County, Michigan; thence South 767.0 feet to the True Point of Beginning; thence South 953.0 feet; thence West 75.0 feet; thence North 953.0 feet; thence east 75.0 feet to the True Point of Beginning.

; and

RESOLVED FURTHER, that the proposed improvement and work to be done thereunder shall consist of constructing sidewalks, in said streets as before listed, and the total estimated cost and expense thereof is sixty-six thousand five hundred dollars (\$66,500.00); and

RESOLVED FURTHER, that the proportion of the cost and expense of said improvement to be borne and paid for by the City at large shall be thirty thousand five hundred fifty-four dollars and no cents (\$30,554.00) and that all other costs and expenses of said improvement amounting to thirty-five thousand nine hundred forty-six and no cents (\$35,946.00) shall be borne and paid by special assessments on all lands and premises in said Special Assessment District as established above, in proportion to the estimated benefits resulting thereto from the improvement, determined as near as practicable on a front foot basis; and

RESOLVED FURTHER, that the report concerning said improvement is hereby adopted and shall be placed on file in the office of the City Clerk, and the same shall be available for public inspection during regular business hours; and

RESOLVED FURTHER, that the City Council will meet in the City Hall in said City on Monday, May 8, 2017 at 7:00 p.m., then and there to hear any objections or suggestions on the proposed improvements; and

RESOLVED FURTHER, that the City Clerk shall give notice of said hearing on necessity by causing a notice of this resolution to be published once in the Midland Daily News at least one week prior to said hearing date, and that the City Clerk shall also give notice of said hearing date to each property owner subject to special assessment by reason of said improvement, at the address of said property owners to be taken from the latest tax assessment roll in the City Assessor's office in accordance with Act 162 of Public Acts of Michigan, 1962. (Motion ADOPTED.)

CITY MANAGER SEARCH

Human Resources Director Carol Stone presented information on the City Manager search and the selection of a recruitment firm and designation of the Director of Human Resources as the point of contact for administrative support and the Selection Committee to serve as Council liaison during the process and introduced Douglas Thomas, Senior Vice President with SGR, who provided an overview of their proposal. The following two resolutions were then presented for consideration.

RECRUITMENT FIRM FOR SELECTION OF CITY MANAGER

The following resolution was offered by Councilman Wazbinski and seconded by Councilman Arnosky:

WHEREAS, the City Council is desirous of retaining the services of a recruitment firm to assist in the recruitment process for the position of city manager; and

WHEREAS, the City Council approved a scope of services for recruitment firms and appointed a committee to review proposals received and recommend a recruitment firm; and

WHEREAS, the request for proposals (RFP) was provided to 12 recruitment firms specializing in public sector executive level recruitments and was posted on the City's website, as well as on the trade network sites for which the City participates, in accordance with the City's Purchasing Policy and proposals were publicly opened on March 7, 2017; and

WHEREAS, the Recruitment Firm Selection Committee has evaluated the proposals received and has recommended that the proposal submitted by Strategic Government Resources (SGR), in an amount not to exceed \$27,000, be accepted; now therefore

RESOLVED, that the City Council hereby accepts the proposal of Strategic Government Resources (SGR), in an amount not to exceed \$27,000, and authorizes the Mayor to enter into a contract for recruitment services in accordance with the scope of services and proposal submitted by SGR subject to the review and approval of the City Attorney. (Motion ADOPTED.)

ADMINISTRATIVE SUPPORT & COUNCIL LIAISON FOR RECRUITMENT PROCESS

The following resolution was offered by Councilman Adams and seconded by Councilman Arnosky:

WHEREAS, the City Council has retained the services of Strategic Government Resources (SGR) to assist in the recruitment process for the position of city manager; and
WHEREAS, it is necessary to designate a point of contact to provide administrative support to SGR during the recruitment process; and
WHEREAS, the Recruitment Firm Selection Committee has recommended that City Council appoint a Selection Committee to serve as Council Liaison to Strategic Government Resources during the recruitment process; now therefore
RESOLVED, that Carol Stone, Director of Human Resources is designated as the point of contact to provide administrative support to SGR and that _____ are appointed to the Selection Committee to serve as Council Liaison to SGR during the recruitment process for the position of city manager. (Motion DENIED. Yeas: None Nays: Adams, Arnosky, Brown Wilhelm, Donker, Wazbinski)

PROPOSED 2017-18 CITY OF MIDLAND BUDGET

Assistant City Manager David Keenan presented the City Manager's 2017-18 Budget. The following resolution was then offered by Councilman Arnosky and seconded by Councilman Wazbinski:

WHEREAS, City Council has previously approved, at its regular Council meeting on November 14, 2016, that a preliminary public hearing shall be conducted at 7:00 p.m., Monday, April 24, 2017, in the Council Chambers of City Hall, on the proposed 2017-18 budget; and
WHEREAS, City Council has previously approved at the same meeting that in accord with Section 11.6 of the Charter of the City of Midland, a public hearing shall be conducted at 7:00 p.m., Monday, May 8, 2017, in the Council Chambers of City Hall on the proposed 2017-18 budget; now therefore
RESOLVED, that the City Manager's proposed budgets and financial working plans for the 2017-18 fiscal year, prepared in accord with Section 11.3 of the City Charter, are hereby acknowledged as being received by the Midland City Council on this date, as required by Section 11.2 of the Charter, and are ordered placed on file for public examination; and
RESOLVED FURTHER, that the City Clerk shall cause notice of said public hearings to be published in the Midland Daily News not less than seven days prior to the appointed date of each; and
RESOLVED FURTHER, that copies of the proposed 2017-18 budget of the City of Midland shall be placed on file for public examination during normal business hours at the City Clerk's office in City Hall, 333 W. Ellsworth Street, and at the Grace A. Dow Memorial Library, 1710 W. St. Andrews Road, in the City of Midland; and
RESOLVED FURTHER, that the City Clerk is hereby directed to publish once in the Midland Daily News a comparative summary of the 2016-17 adopted budget and the 2017-18 proposed budget. (Motion ADOPTED.)

GRANT FOR FIRE STATION 3 REMODEL

Fire Chief Chris Coughlin presented information on a \$500,000 grant received from the Rollin M. Gerstacker Foundation to remodel Fire Station 3. The following resolution was then offered by Councilman Brown Wilhelm and seconded by Councilman Arnosky:

WHEREAS, the Rollin M. Gerstacker Foundation has awarded a grant to the City in the amount of \$500,000 to support the Midland Fire Department Station 3 remodel; now therefore
RESOLVED, that the City Council graciously accepts the generous donation totaling \$500,000 from the Rollin M. Gerstacker Foundation. (Motion ADOPTED.)

SITE PLAN NO. 354

The following resolution was offered by Councilman Brown Wilhelm and seconded by Councilman Adams:

WHEREAS, the City Council has received the recommendation of the City Planning Commission for approval of Site Plan No. 354, the request of Cobblestone Commercial on behalf of Turtle Cove Properties for site plan review and approval for the construction of townhouses with 16 units in two two-story buildings, located at 401, 407, 411 and 415 Fitzhugh Street, 310 West Buttles Street and 307 West Indian Street; and

WHEREAS, the City Council has reviewed the proposed Site Plan No. 354 in accord with the provisions set forth in Sections 27.02(A) and 27.06(A) of the Zoning Ordinance of the City of Midland; now therefore

RESOLVED, that the City Council does hereby approve Site Plan No. 354, contingent upon the following:

1. A final stormwater permit to be approved by the City Engineering Department.
2. A final soil erosion and sedimentation control permit to be approved by the City Building Department.
3. A sidewalk easement along Jerome Street to the satisfaction of the City Engineering Department and the City Attorney's Office.
4. A photometric plan demonstrating compliance with the light standards of Section 3.12 of the City Zoning Ordinance to the satisfaction of the City Building Department.

(Motion ADOPTED.)

MDOT CONTRACT 17-5052; RECONSTRUCTION OF W. WACKERLY STREET

The following resolution was offered by Councilman Brown Wilhelm and seconded by Councilman Adams:

WHEREAS, the City of Midland desires to reconstruct W. Wackerly Street from Sturgeon Avenue to Schade Drive; and

WHEREAS, the City of Midland is a member of the Midland Area Transportation Study (MATS), through which funding is available from the Michigan Department of Transportation (MDOT) to cost share street reconstruction; and

WHEREAS, Contract 17-5052, prepared by MDOT and to be reviewed by the City Attorney, specifies a cost sharing agreement to be used for the project; and

WHEREAS, funding available for construction through MDOT is the lesser of \$520,159 or 81.85 percent; and

WHEREAS, based on the total construction estimate of \$450,000, the City share amounts to \$81,700; and

WHEREAS, the funding for the City share is available in the Major Street Fund; now therefore

RESOLVED, that City Council authorizes the Mayor and City Clerk to sign and execute the project cost share agreement with MDOT once approved by the City Attorney, related to said improvements. (Motion ADOPTED.)

2017 WESTBRIER AND Highbrook RECONSTRUCTION AND WATER MAIN

The following resolution was offered by Councilman Brown Wilhelm and seconded by Councilman Adams:

WHEREAS, sealed proposals have been advertised and received in accord with Article II of Chapter 2 of the Midland Code of Ordinances for street reconstruction and water main replacement on Westbrier Terrace and Highbrook Drive; and

WHEREAS, funding for this project is provided by the Local Street and Water Funds; now therefore

RESOLVED, that the low sealed proposal submitted by Rohde Brothers Excavating, Inc. of Saginaw, Michigan for the "2017 Westbrier & Highbrook Reconstruction & Water Main; Contract No. 9", in the amount of \$458,342.00 is hereby accepted and the Mayor and the City Clerk are authorized to execute a contract therefore in accord with the proposal and the City's specifications; and

RESOLVED FURTHER, that the City Manager has the authority to approve change orders modifying or altering this contract in an aggregate amount not to exceed \$20,000. (Motion ADOPTED.)

PO INCREASE FOR CONSTRUCTION MATERIALS – WATER DISTRIBUTION

The following resolution was offered by Councilman Brown Wilhelm and seconded by Councilman Adams:

WHEREAS, the Water Distribution Division of the Utilities Department purchases delivered sand and 22A crushed limestone to be used for temporary repairs to streets, sidewalks, and out lawns that are damaged by water system maintenance activities; and

WHEREAS, a purchase order was administratively approved in the amount of \$20,000.00 to begin purchases of construction materials in the 2016/17 Fiscal Year from Anthony Gushow & Sons, Inc. of Auburn, based on the unit prices accepted in December 2015; and

WHEREAS, a purchase order increase of \$20,000.00 was approved by City Council on October 24, 2016 bringing the purchase order amount to \$40,000.00; and

WHEREAS, Construction Materials Bid No. 3842 was received on February 7, 2017 for a 12-month period ending February 7, 2018, and was again awarded to Anthony Gushow & Sons, Inc. of Auburn; and

WHEREAS, an increase of \$8,000.00 to the existing purchase order is necessary to satisfy needed materials purchases for maintenance work anticipated through 2016/17 Fiscal Year end; and

WHEREAS, funding has been budgeted for this purpose in the 2016/17 Fiscal Year Water Enterprise Fund account #591.8285.76.001 – Operating Supplies; now therefore

RESOLVED, that an increase of \$8,000.00 to an existing purchase order of \$40,000.00 to Anthony Gushow & Sons, Inc. of Auburn, is hereby authorized, bringing the total purchase order to \$48,000.00 for construction materials purchases, based on the most recent bid unit prices; and

RESOLVED FURTHER, that the City Manager is hereby authorized to approve change orders in an aggregate amount not to exceed \$5,000.00. (Motion ADOPTED.)

PROPOSED AMENDMENT TO 2016-17 BUDGETS & FINANCIAL WORKING PLANS

The following resolution was offered by Councilman Brown Wilhelm and seconded by Councilman Adams:

RESOLVED, that in accord with Section 11.6 of the Charter of the City of Midland, a public hearing shall be conducted at 7:00 p.m., April 24, 2017, in the Council Chambers of City Hall on the proposal to amend the 2016-17 budgets and financial working plans as follows:

	<u>Current</u>	<u>Proposed</u>
GENERAL FUND		
Sources of revenue	\$ 40,686,128	\$ 44,932,099
Uses of revenue	46,129,997	44,802,183
<i>Change in fund balance</i>	<i>\$ (5,443,869)</i>	<i>\$ 129,916</i>
MAJOR STREET FUND		
Sources of revenue	\$ 8,011,013	\$ 12,537,502
Uses of revenue	11,066,100	14,485,034
<i>Change in fund balance</i>	<i>\$ (3,055,087)</i>	<i>\$ (1,947,532)</i>
LOCAL STREET FUND		
Sources of revenue	\$ 3,765,000	\$ 3,892,580
Uses of revenue	5,527,268	5,463,729
<i>Change in fund balance</i>	<i>\$ (1,762,268)</i>	<i>\$ (1,571,149)</i>
SMARTZONE FUND		
Sources of revenue	\$ -	\$ 100,334
Uses of revenue	48,000	72,000
<i>Change in fund balance</i>	<i>\$ (48,000)</i>	<i>\$ 28,334</i>
CENTER CITY AUTHORITY FUND		
Sources of revenue	\$ 4,552	\$ 3,385
Uses of revenue	36,333	35,386
<i>Change in fund balance</i>	<i>\$ (31,781)</i>	<i>\$ (32,001)</i>
STORM WATER MANAGEMENT FUND		
Sources of revenue	\$ 972,590	\$ 964,913
Uses of revenue	1,380,712	1,426,345
<i>Change in fund balance</i>	<i>\$ (408,122)</i>	<i>\$ (461,432)</i>
GRACE A. DOW LIBRARY FUND		
Sources of revenue	\$ 4,717,236	\$ 4,599,655
Uses of revenue	4,768,236	4,650,655
<i>Change in fund balance</i>	<i>\$ (51,000)</i>	<i>\$ (51,000)</i>

	<u>Current</u>	<u>Proposed</u>
COMMUNITY DEVELOPMENT BLOCK GRANT FUND		
Sources of revenue	\$ 332,889	\$ 419,294
Uses of revenue	<u>332,889</u>	<u>332,889</u>
<i>Change in fund balance</i>	<u>\$ -</u>	<u>\$ 86,405</u>
SPECIAL ACTIVITIES FUND		
Sources of revenue	\$ 86,825	\$ 74,325
Uses of revenue	<u>83,500</u>	<u>82,250</u>
<i>Change in fund balance</i>	<u>\$ 3,325</u>	<u>\$ (7,925)</u>
MIDLAND HOUSING FUND		
Sources of revenue	\$ 215,200	\$ 272,403
Uses of revenue	<u>388,100</u>	<u>277,803</u>
<i>Change in fund balance</i>	<u>\$ (172,900)</u>	<u>\$ (5,400)</u>
DIAL-A-RIDE FUND		
Sources of revenue	\$ 2,285,963	\$ 2,240,919
Uses of revenue	<u>2,285,963</u>	<u>2,240,919</u>
<i>Change in fund balance</i>	<u>\$ -</u>	<u>\$ -</u>
MIDLAND COMMUNITY TELEVISION FUND		
Sources of revenue	\$ 782,150	\$ 784,590
Uses of revenue	<u>839,230</u>	<u>830,415</u>
<i>Change in fund balance</i>	<u>\$ (57,080)</u>	<u>\$ (45,825)</u>
DOWNTOWN DEVELOPMENT AUTHORITY FUND		
Sources of revenue	\$ 574,849	\$ 579,690
Uses of revenue	<u>1,307,950</u>	<u>1,331,708</u>
<i>Change in fund balance</i>	<u>\$ (733,101)</u>	<u>\$ (752,018)</u>
DEBT SERVICE FUND		
Sources of revenue	\$ 2,456,355	\$ 2,450,437
Uses of revenue	<u>2,456,134</u>	<u>2,456,134</u>
<i>Change in fund balance</i>	<u>\$ 221</u>	<u>\$ (5,697)</u>
CIVIC ARENA FUND		
Sources of revenue	\$ 1,481,590	\$ 1,436,366
Uses of revenue	<u>1,578,519</u>	<u>1,316,619</u>
<i>Change in working capital</i>	<u>\$ (96,929)</u>	<u>\$ 119,747</u>
LANDFILL FUND		
Sources of revenue	\$ 3,479,511	\$ 4,362,171
Uses of revenue	<u>5,243,687</u>	<u>5,267,053</u>
<i>Change in working capital</i>	<u>\$ (1,764,176)</u>	<u>\$ (904,882)</u>

	<u>Current</u>	<u>Proposed</u>
WASHINGTON WOODS FUND		
Sources of revenue	\$ 2,957,215	\$ 1,547,837
Uses of revenue	<u>4,657,145</u>	<u>4,549,250</u>
<i>Change in working capital</i>	<u>\$ (1,699,930)</u>	<u>\$ (3,001,413)</u>
RIVERSIDE PLACE FUND		
Sources of revenue	\$ 2,034,611	\$ 2,070,266
Uses of revenue	<u>2,077,038</u>	<u>2,036,137</u>
<i>Change in working capital</i>	<u>\$ (42,427)</u>	<u>\$ 34,129</u>
CURRIE MUNICIPAL GOLF COURSE FUND		
Sources of revenue	\$ 1,731,093	\$ 1,701,335
Uses of revenue	<u>1,301,345</u>	<u>1,321,887</u>
<i>Change in working capital</i>	<u>\$ 429,748</u>	<u>\$ 379,448</u>
PARKING FUND		
Sources of revenue	\$ 165,464	\$ 174,615
Uses of revenue	<u>187,878</u>	<u>184,052</u>
<i>Change in working capital</i>	<u>\$ (22,414)</u>	<u>\$ (9,437)</u>
WASTEWATER FUND		
Sources of revenue	\$ 7,267,351	\$ 7,382,802
Uses of revenue	<u>8,125,561</u>	<u>7,917,495</u>
<i>Change in working capital</i>	<u>\$ (858,210)</u>	<u>\$ (534,693)</u>
WATER FUND		
Sources of revenue	\$ 11,683,932	\$ 12,513,619
Uses of revenue	<u>16,226,439</u>	<u>15,927,652</u>
<i>Change in working capital</i>	<u>\$ (4,542,507)</u>	<u>\$ (3,414,033)</u>
STORES REVOLVING FUND		
Sources of revenue	\$ 942,175	\$ 543,040
Uses of revenue	<u>920,697</u>	<u>556,214</u>
<i>Change in working capital</i>	<u>\$ 21,478</u>	<u>\$ (13,174)</u>
INFORMATION SERVICES FUND		
Sources of revenue	\$ 1,091,502	\$ 1,093,652
Uses of revenue	<u>1,359,938</u>	<u>1,350,069</u>
<i>Change in working capital</i>	<u>\$ (268,436)</u>	<u>\$ (256,417)</u>
EQUIPMENT REVOLVING FUND		
Sources of revenue	\$ 4,558,788	\$ 4,840,309
Uses of revenue	<u>5,946,475</u>	<u>5,917,518</u>
<i>Change in working capital</i>	<u>\$ (1,387,687)</u>	<u>\$ (1,077,209)</u>

	<u>Current</u>	<u>Proposed</u>
MUNICIPAL SERVICE CENTER FUND		
Sources of revenue	\$ 385,757	\$ 387,157
Uses of revenue	<u>368,048</u>	<u>356,469</u>
<i>Change in working capital</i>	<u>\$ 17,709</u>	<u>\$ 30,688</u>
MUNICIPAL SERVICE ANNEX FUND		
Sources of revenue	\$ 82,961	\$ 83,136
Uses of revenue	<u>61,825</u>	<u>61,632</u>
<i>Change in working capital</i>	<u>\$ 21,136</u>	<u>\$ 21,504</u>
RENEWABLE ENERGY SERVICES FUND		
Sources of revenue	\$ 1,093,160	\$ 1,043,865
Uses of revenue	<u>1,243,056</u>	<u>1,240,558</u>
<i>Change in working capital</i>	<u>\$ (149,896)</u>	<u>\$ (196,693)</u>
PROPERTY AND LIABILITY INSURANCE FUND		
Sources of revenue	\$ 612,759	\$ 619,056
Uses of revenue	<u>754,000</u>	<u>754,024</u>
<i>Change in working capital</i>	<u>\$ (141,241)</u>	<u>\$ (134,968)</u>
HEALTH INSURANCE FUND		
Sources of revenue	\$ 10,110,288	\$ 9,991,189
Uses of revenue	<u>10,625,041</u>	<u>10,069,974</u>
<i>Change in working capital</i>	<u>\$ (514,753)</u>	<u>\$ (78,785)</u>
SPECIAL ASSESSMENT REVOLVING FUND		
Sources of revenue	\$ 14,000	\$ 24,403
Uses of revenue	<u>14,000</u>	<u>28,388</u>
<i>Change in working capital</i>	<u>\$ -</u>	<u>\$ (3,985)</u>
(Motion ADOPTED.)		

Being no further business the meeting adjourned at 9:10 p.m.

Selina Tisdale, City Clerk

April 13, 2017

A joint meeting of the Midland City Council and Midland County Board of Commissioners was called to order by Midland County Chair Mark Bone, at 4:00 p.m. on April 13, 2017, in the Midland County Board of Commissioners Room.

Councilmen present: Thomas Adams, Steve Arnosky, Diane Brown Wilhelm, Maureen Donker, Marty Wazbinski

Councilmen absent: None

Commissioners present: Mark Bone, Eric Dorrien, James Geisler, Steve Glaser, Scott Noesen, Jeanette Snyder, Gaye Terwillegar

Commissioners absent: None

GREAT LAKES BAY REGIONAL ALLIANCE PRESENTATION

Matt Felan, Chief Executive Officer of the Great Lakes Bay Regional Alliance (GLBRA), provided a presentation on the status of projects and activities of the GLBRA.

Being no further business the meeting adjourned at 4:55 p.m.

Selina Tisdale, City Clerk

April 17, 2017

A special meeting of the City Council was held on Monday, April 17, 2017, at 6:00 p.m. in the Council Chambers in City Hall. Mayor Donker presided.

Councilmen present: Thomas Adams, Steve Arnosky, Diane Brown Wilhelm, Maureen Donker, Marty Wazbinski

Councilmen absent: None

BUDGET WORK SESSION

Assistant City Manager David Keenan reviewed the budget meeting schedule and presented the City Manager's Proposed 2017-18 City Budget including an overview of expenditures and revenues of the proposed budget.

Being no further business the meeting adjourned at 8:10 p.m.

Selina Tisdale, City Clerk

Backup material for agenda item:

2. Proclamation recognizing City Manager Jon Lynch for his years of service to the Midland community. KEENAN

SUMMARY REPORT TO COUNCIL
for City Council Meeting of April 24, 2017

SUBJECT: PROCLAMATION OF RECOGNITION

RESOLUTION SUMMARY: This resolution authorizes the Mayor to issue a proclamation of recognition to Jon Lynch for his 16 years of service to the Midland community as a City of Midland staff member.

ITEMS ATTACHED:

1. Letter of transmittal
2. Resolution

COUNCIL ACTION:

3/5 vote required to approve resolution

David A. Keenan
Assistant City Manager



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

April 19, 2017

Honorable Mayor and City Council
City of Midland
Michigan

Dear Councilmen:

After serving as a valuable employee at the City of Midland since November, 2000, Jon Lynch is resigning his position as City Manager effective April 30, 2017.

The attached resolution authorizes the Mayor to issue a proclamation recognizing Jon for his outstanding contributions to the Midland community as a City staff member, and wishing him success and happiness in his new position.

Sincerely,

David A. Keenan
Assistant City Manager



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

BY COUNCILMAN

RESOLVED, that the Mayor is authorized to issue a Proclamation recognizing City Manager Jon Lynch for his outstanding contributions to the City of Midland and the Midland community, and wishing him success and happiness in his new position.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, April 24, 2017.

Selina Tisdale, City Clerk

T: Jon Lynch Proclamation Res

Backup material for agenda item:

3. Proposed 2017-18 Community Development Block Grant budget (also see material sent in the March 13 agenda packet). KAYE

**SUMMARY REPORT TO CITY MANAGER
for City Council Meeting of 4-24-2017**

SUBJECT: 2017-18 Community Development Block Grant Budget

HOUSING COMMISSION PUBLIC HEARING: March 6, 2017

HOUSING COMMISSION ACTION: Recommendation of approval

RESOLUTION SUMMARY: THIS RESOLUTION WILL APPROVE THE PROPOSED COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET FOR FISCAL YEAR 2017-18, AND WILL FURTHER AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE THE SUBRECIPIENT AGREEMENTS DESCRIBED HEREIN.

ITEMS ATTACHED AND PREVIOUSLY TRANSMITTED:

1. Letter to City Manager.
2. Resolution to approve the 2017-2018 CDBG Budget and concurrent Subrecipient Agreements, including "Attachment A" showing recommended distribution of funds.
3. Staff Report to Housing Commission dated March 2, 2017 (See packet from March 13, 2017).
4. Housing Commission minutes of March 6, 2017 (See packet from March 13, 2017).

CITY COUNCIL ACTION:

1. Public hearing is required. Date: April 24, 2017.
2. 3/5 vote required to approve resolution.



C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

grm



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

April 19, 2017

Jon Lynch, City Manager
City Hall - 333 West Ellsworth Street
Midland, Michigan 48640

Dear Mr. Lynch:

As a requirement of the Community Development Block Grant (CDBG) program, the City of Midland is required to formulate an annual budget that outlines the planned activities to be accomplished during the upcoming fiscal year. The development of this budget begins with community engagement through a set of public input sessions held in December prior to the start of the fiscal year. In January, staff receives applications from various local nonprofit social service organizations and housing providers proposing use of CDBG funds to support activities that meet the federal statutory goals and City objectives of the program. During early February, the applicants are able to present their requests to the Midland City Housing Commission during a special meeting.

Following the applicants' presentations, staff formulates a proposed budget to the Housing Commission for their review and recommendation. This proposed budget includes award amount recommendations on the various applications and any planned expenditures for various City-administered activities, such as general planning/administration, housing rehabilitation loans, and contingency funds. The Housing Commission takes the staff proposal and then formulates a recommended budget to City Council. Upon receipt of that recommendation, City Council sets a public hearing for the purpose of receiving additional public input on the budget, allowing for a 30-day public comment period between when the hearing is scheduled and when it takes places.

For fiscal year 2017-18, City staff is estimating that the city of Midland will receive \$240,000 in new CDBG entitlement funds from the U.S. Department of Housing and Urban Development (HUD). Staff anticipates \$86,405 will be available in carry-over funds from prior years. In addition, an estimated \$15,000 in program income is anticipated to be received during the year, making for a total of \$341,405 in available funds for the 2017-18 fiscal year.

The agenda packet from March 13, 2017 included the CDBG expenditure proposals for fiscal year 2017-18, with comments on the various activities to be funded. For the CDBG program, federal goals include decent housing, a suitable living environment, and expanded economic opportunities. The City's primary objective, as established in the 2015-2020 Consolidated Plan, is to provide a public and private cooperative environment leading to effective community development and housing initiatives which meet the needs of people across all socioeconomic groups of the city of Midland, with the direct benefit towards low- and moderate-income residents. Staff considers all of the proposed activities to meet federal statutory goals and the City's objectives of the CDBG program.

Following a public hearing and deliberation on the proposed CDBG budget during their meeting on March 6, 2017, the Housing Commission took the following action: It was moved by Wright and seconded by Burgess to recommend approval to City Council the proposed CDBG 2017-18 budget as presented in the staff report dated March 2, 2017. The motion was approved unanimously (4-0).

As recommended, the proposed budget will provide grant awards to ten different entities that will carry out activities to directly benefit low- and moderate-income residents of the city of Midland. These entities include Midland Area Homes, Midland County Habitat for Humanity, Big Brothers Big Sisters of the Great Lakes Bay Region, Cleveland Manor, Washington Woods Senior Living Community, Reece Endeavor of Midland, Legal Services of Eastern Michigan, West Midland Family Center, Windover High School, and Midland Community Former Offenders Advocacy & Rehabilitation. Since the agencies are not the direct recipients of the funding, a subrecipient agreement is required by HUD between each organization and the City. This agreement sets forth the exact description of the activity to be funded, indicates that the City will provide the funds, and establishes the requirement for ongoing monitoring by City staff to ensure that the activities are compliant with all requirements of the CDBG program. The subrecipient agreements have been drafted using standard HUD language and have been reviewed and approved by the City Attorney regarding form and content. The agreements have not been enclosed in the staff packet.

A combined resolution to approve the proposed budget as well as authorize the Mayor and City Clerk to execute the necessary subrecipient agreements is attached for City Council consideration. A further requirement of the CDBG program is such that the City must adopt the 2017-18 CDBG budget in time for it to be submitted to HUD no later than May 15, 2017.

Respectfully,



C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

grm



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

BY COUNCILMAN

WHEREAS, the City of Midland is expected to receive \$240,000 in Community Development Block Grant (CDBG) funds for fiscal year 2017-18 from the U.S. Department of Housing & Urban Development; and

WHEREAS, it is expected that the City will have a fund balance of \$86,405 that will be carried over from prior fiscal years; and

WHEREAS, it is expected that the City will receive a total of \$15,000 in program income during the 2017-18 fiscal year; and

WHEREAS, CDBG revenues totaling \$341,405 must be programmed to activities that meet the federal statutory goals and the City's objective of the CDBG program, as outlined in the 2015-2020 Consolidated Plan; and

WHEREAS, on March 6, 2017, the Housing Commission unanimously recommended approval of the proposed 2017-18 CDBG budget, as set forth in the attached table (Attachment A), which meets said goals and objective of the CDBG program; and

WHEREAS, a public hearing was held by the Midland City Council on April 24, 2017 at 7:00 p.m. in the City Council Chambers, City Hall, 333 West Ellsworth Street, Midland, Michigan, for the purpose of receiving public comment on the 2017-18 CDBG budget; now therefore

RESOLVED, that the City Council hereby adopts the proposed 2017-18 Community Development Block Grant budget, as set forth in the attached table (Attachment A), for the proposed use of funds for the Community Development Block Grant Program; and

RESOLVED FURTHER, that the Mayor and City Clerk are authorized to execute the subrecipient agreements, as approved by the City Attorney, on behalf of the City.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, April 24, 2017.

Selina Tisdale, City Clerk

Attachment A
Community Development Block Grant
Proposed Budget 2017-18

<u>REVENUE</u>	<u>Staff Proposal</u>
2017-18 Entitlement	\$ 240,000.00
Carry-over from prior years	\$ 86,405.00
2016-17 Program Income	\$ 15,000.00
Subtotal	\$ 341,405.00

EXPENDITURES

Planning/Administration	\$ 43,000.00
--------------------------------	---------------------

Housing Rehabilitation

Administration	\$ 6,500.00
Zero-Interest Loans	\$ 33,496.00
Reece Endeavor – Stove Top Safety	\$ 1,510.00
Midland Area Homes - Minor Repairs	\$ 25,000.00
Habitat for Humanity - NRI Home Improvement	\$ 10,000.00
MAH/Habitat for Humanity – Collaborative Roofing	\$ 30,000.00
Subtotal	\$ 106,506.00

Public Facility Improvements/Multi-Family Rehabilitation

Big Brothers Big Sisters GLBR – Roof Replacement	\$ 16,399.00
Cleveland Manor – Energy & Dehumidifier Improv.	\$ 35,000.00
Windover High School – Walk-In Fridge/Freezer	\$ 49,000.00
Washington Woods – Path Lighting Upgrades	\$ 38,000.00
Subtotal	\$ 138,399.00

Public Services

Legal Services - Fair Housing Testing	\$ 3,500.00
West Midland Family Center - Family Ties	\$ 10,000.00
MCFOAR – Housing/Work Assistance	\$ 10,000.00
Subtotal	\$ 23,500.00
<i>Public Services Cap</i>	
<i>(15% of Ent. And P.Y. Program Income)</i>	\$ 38,250.00

Architectural Barrier Removal

MAH - Accessibility Ramps & Modifications	\$ 5,000.00
---	-------------

Affordable Housing

Habitat for Humanity – Land Acquisition	\$ 15,000.00
---	--------------

Contingency	\$ 10,000.00
--------------------	---------------------

GRAND TOTAL	\$ 341,405.00
--------------------	----------------------

3-13-17
Set PH
for
4-24-17

(22)

**SUMMARY REPORT TO CITY MANAGER
for City Council Meeting of 3-13-2017**

SUBJECT: 2017-18 Community Development Block Grant Budget

HOUSING COMMISSION PUBLIC HEARING: March 6, 2017

HOUSING COMMISSION ACTION: Recommendation of approval

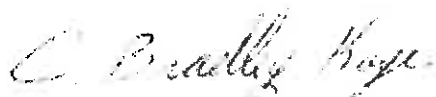
RESOLUTION SUMMARY: THIS RESOLUTION WILL SET APRIL 24, 2017, AS THE DATE FOR A PUBLIC HEARING ON THE PROPOSED COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET FOR FISCAL YEAR 2017-18.

ITEMS ATTACHED:

1. Letter to City Manager setting forth Housing Commission action.
2. Resolution to set City Council public hearing with table (Attachment A) showing recommended distribution of funds.
3. Staff Report to Housing Commission dated March 2, 2017.
4. Housing Commission minutes (draft) of March 6, 2017.

CITY COUNCIL ACTION:

1. Public hearing is required. Date: April 24, 2017.
2. Advertising date: On or before March 21, 2017.
3. 3/5 vote required to set a public hearing.



C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

/grm



City Hall • 333 West Ellsworth Street • Midland, Michigan 48640-5132 • 989.837.3300 • 989.835.2717 Fax • www.cityofmidlandmi.gov

March 8, 2017

Jon Lynch, City Manager
City Hall - 333 West Ellsworth Street
Midland, Michigan 48640

Dear Mr. Lynch:

As a requirement of the Community Development Block Grant (CDBG) program, the City of Midland is required to formulate an annual budget that outlines the planned activities to be accomplished during the upcoming fiscal year. The development of this budget begins with community engagement through a set of public input sessions held in December prior to the start of the fiscal year. In January, staff receives applications from various local nonprofit social service organizations and housing providers proposing use of CDBG funds to support activities that meet the federal statutory goals and City objectives of the program. During early February, the applicants are able to present their requests to the Midland City Housing Commission during a special meeting.

Following the applicants' presentations, staff formulates a proposed budget to the Housing Commission for their review and recommendation. This proposed budget includes award amount recommendations on the various applications and any planned expenditures for various City-administered activities, such as general planning/administration, housing rehabilitation loans, and contingency funds. The Housing Commission takes the staff proposal and then formulates a recommended budget to City Council. Upon receipt of that recommendation, City Council sets a public hearing for the purpose of receiving additional public input on the budget, allowing for a 30-day public comment period between when the hearing is scheduled and when it takes places.

For fiscal year 2017-18, the City of Midland is estimating to receive \$240,000 in new CDBG entitlement funds from the U.S. Department of Housing and Urban Development (HUD). Staff anticipates \$86,405 will be available in carry-over funds from prior years. In addition, an estimated \$15,000 in program income will be received during the year, making for a total of \$341,405 in available funds for the 2017-18 fiscal year.

Enclosed are the CDBG expenditure proposals for fiscal year 2017-18, which includes comments on the various activities to be funded. For the CDBG program, federal goals include decent housing, a suitable living environment, and expanded economic opportunities. The City's primary objective, as established in the 2015-2020 Consolidated Plan, is to provide a public and private cooperative environment leading to effective community development and housing initiatives which meet the needs of people across all socioeconomic groups of the city of Midland, with the direct benefit towards low- and moderate-income residents. Staff considers all of the proposed activities to meet federal statutory goals and the City's objectives of the CDBG program.

Following a public hearing and deliberation on the proposed CDBG budget during their meeting on March 6, 2017, the Housing Commission took the following action: It was moved by Wright and seconded by Burgess to recommend approval to City Council the proposed CDBG 2017-18 budget as presented in the staff report dated March 2, 2017. The motion was approved unanimously (4-0).

March 8, 2017

A resolution setting the date of April 24, 2017 for the required public hearing is attached for Council consideration. It should be noted that further requirements of the CDBG program are such that the City must adopt the 2017-18 CDBG budget in time for it to be submitted to HUD no later than May 15, 2017.

Respectfully,

A handwritten signature in cursive script, appearing to read "C. Bradley Kaye".

C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

/grm



City Hall • 333 West Ellsworth Street • Midland, Michigan 48640-5132 • 989.837.3300 • 989.835.2717 Fax • www.cityofmidlandmi.gov

BY COUNCILMAN

WHEREAS, the City of Midland is estimated to receive \$240,000 in Community Development Block Grant (CDBG) funds for fiscal year 2017-18 from the U.S. Department of Housing & Urban Development; and

WHEREAS, it is expected that the City will have a fund balance of \$86,405 that will be carried over from prior fiscal years; and

WHEREAS, it is expected that the City will receive a total of \$15,000 in program income during the 2017-18 fiscal year; and

WHEREAS, CDBG revenues totaling \$341,405 must be programmed to activities that meet the statutory goals and the City's objectives of the CDBG program, as outlined in the 2015-2020 Consolidated Plan; and

WHEREAS, on March 6, 2017, the Housing Commission unanimously recommended approval of the proposed 2017-18 CDBG budget, as set forth in the attached table (Attachment A), which meets said goals and objectives of the CDBG program; and

WHEREAS, it is necessary to provide an opportunity for public input on the proposed expenditure of said funds in accordance with the required 30-day public comment period to commence on Tuesday, March 21, 2017; now therefore

RESOLVED, that a public hearing will be held on April 24, 2017, for the purpose of receiving public input on the use of federal funds through the City's Community Development Block Grant program, as set forth in the attached table (Attachment A).

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a year vote of all the Councilmen present at a regular meeting of the City Council held Monday, March 13, 2017.

Selina Tisdale, City Clerk

Attachment A
Community Development Block Grant
Proposed Budget 2017-18

<u>REVENUE</u>	<u>Staff Proposal</u>
2017-18 Entitlement	\$ 240,000.00
Carry-over from prior years	\$ 86,405.00
2016-17 Program Income	\$ 15,000.00
Subtotal	\$ 341,405.00
 <u>EXPENDITURES</u>	
Planning/Administration	\$ 43,000.00
 Housing Rehabilitation	
Administration	\$ 6,500.00
Zero-Interest Loans	\$ 33,496.00
Reece Endeavor – Stove Top Safety	\$ 1,510.00
Midland Area Homes - Minor Repairs	\$ 25,000.00
Habitat for Humanity - NRI Home Improvement	\$ 10,000.00
MAH/Habitat for Humanity – Collaborative Roofing	\$ 30,000.00
Subtotal	\$ 106,506.00
 Public Facility Improvements/Multi-Family Rehabilitation	
Big Brothers Big Sisters GLBR – Roof Replacement	\$ 16,399.00
Cleveland Manor – Energy & Dehumidifier Improv.	\$ 35,000.00
Windover High School – Walk-In Fridge/Freezer	\$ 49,000.00
Washington Woods – Path Lighting Upgrades	\$ 38,000.00
Big Brothers Big Sisters GLBR – Siding Replacement	\$ - .00
Subtotal	\$ 138,399.00
 Public Services	
Legal Services - Fair Housing Testing	\$ 3,500.00
West Midland Family Center - Family Ties	\$ 10,000.00
MCFOAR – Housing/Work Assistance	\$ 10,000.00
Subtotal	\$ 23,500.00
<i>Public Services Cap</i>	<i>\$ 38,250.00</i>
<i>(15% of Ent. And P.Y. Program Income)</i>	
 Architectural Barrier Removal	
MAH - Accessibility Ramps & Modifications	\$ 5,000.00
 Affordable Housing	
Habitat for Humanity – Land Acquisition	\$ 15,000.00
 Contingency	\$ 10,000.00
 GRAND TOTAL	\$ 341,405.00



AMENDED STAFF REPORT TO THE HOUSING COMMISSION FOR THE MEETING OF MARCH 6, 2017

DATE: March 2, 2017

SUBJECT: Proposed 2017-18 Community Development Block Grant Budget

As a requirement of the Community Development Block Grant (CDBG) program, the city is required to formulate an annual budget which sets out the anticipated activities for the year. This budget is the basis for the annual Action Plan that will be submitted to the U.S. Department of Housing and Urban Development (HUD) for approval before the start of each program year. The budget process begins with an initial proposal from staff which is presented to the Housing Commission. The Housing Commission reviews the proposal, revises it as the Commission sees fit and then formulates a recommendation onto City Council thereafter. Ultimately, City Council adopts the CDBG budget for the program year following their public hearing and a 30-day public comment period.

Staff has formulated the following CDBG budget proposal for the 2017-2018 program year that begins July 1, 2017. The total funding available for the annual budget is the sum of three pieces: yearly entitlement, carry-over from previous years, and program income. For the first piece, City staff anticipates receiving a similar amount in entitlement funds as in previous years – approximately \$240,000. This estimate is the result of consultations with the City's HUD representative. For the second piece, staff anticipates that \$86,405 will be carried-over from the current program year (2016-17) in unspent and unallocated funds. Lastly, \$15,000 in program income is estimated to be collected during the year. The total resulting amount is \$341,405.

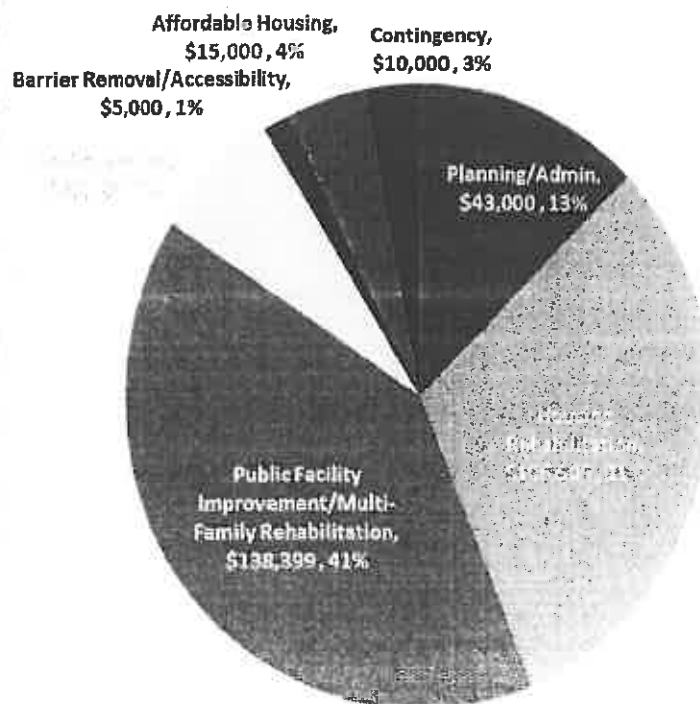
Prior Year Carry-Over Funds

Staff has calculated an amount of carry-over funds based off the current budget and anticipated results of current activities and the budget outcomes for each activity. It is anticipated that various activities will come in under budget for the year and portions of activity budgets will go unspent. The \$10,000 budgeted for contingency has also gone unspent to-date. It is not anticipated that any contingency funds will be used between now and the end of the year.

Proposed Activity Expenditures

The graph to the right indicates the breakdown by category for the proposed staff budget expenditures. The following is a summary of the proposed expenditures and the activities proposed to be funded. All proposed activities are considered to be in line with the goals and objectives of the 2015-2020 Consolidated Plan.

2017-18 CDBG BUDGET EXPENDITURES



GENERAL PROGRAM PLANNING AND ADMINISTRATION

1. Planning/Administration - \$43,000

These funds cover a portion of the salary and benefits of city staff (primarily the Community Development Planner) for administering the CDBG program, the cost of HUD training throughout the year, office supplies needed to administer the CDBG program, required notices in the Midland Daily News, and mortgage recording fees amongst other planning costs. HUD regulations state that no more than 20% of the total project/service expenditures throughout the program year shall be expended for planning and administrative costs. Based off of the budget as proposed, this category can be no more than \$68,281. This year's proposal retains this category at the same funding level as in the current and previous years.

HOUSING REHABILITATION

2. Housing Rehabilitation Administration - \$6,500

These funds pay for a portion of the salary and benefits of the city's Housing Technician to oversee the city's housing rehabilitation loan program, as well as required certifications, lead training and other training sessions for the position throughout the year. This item was funded at \$10,000 for the current year. Staff recommends reducing the funding to this category to \$6,500 given the lower amount of funding proposed for the city's housing rehabilitation loan program than in years past.

3. Zero-Interest Home Rehabilitation Loans - \$33,496

Deferred payment, zero-interest home rehabilitation loans are administered through the Planning Department by the Community Development Planner and the Housing Technician. These loans benefit low- and moderate-income households and are used for emergency repairs, such as new roofs, plumbing, electrical upgrades, furnace replacement, etc. Over the last few years, these loans have been utilized exclusively for emergency rehabilitation, with project costs ranging from \$500 to \$15,000. This activity was funded at essentially the same level for the current year at \$32,392.

4. Reece Endeavor: Stove Top Fire Safety - \$1,510

Reece Endeavor of Midland is requesting \$1,510 to purchase small automatic stove top fire suppression devices for installation at each of the 35 homes the organization owns within the city of Midland. Reece Endeavor provides housing opportunities to persons with physical and cognitive disabilities. Such fire suppression devices would operate automatically in the case of a fire on the top of a range stove, thereby improving the safety measures within each home. Staff is recommending funding of this activity in full.

5. Midland Area Homes: Minor/Emergency Home Repairs - \$25,000

Midland Area Homes (MAH) is requesting \$25,000 to provide eligible low-income city of Midland homeowners with health, safety, and emergency repairs to their homes. This funding focuses primarily on covering the costs associated with small, urgent-need repair projects. The projects are provided to the homeowners as a grant where the costs do not need to be repaid. MAH has been awarded money for this program for many years, including \$25,000 in the current program year. Given the documented need in the community for owner-occupied housing rehabilitation, staff recommends funding this activity in full.

6. Midland County Habitat for Humanity: NRI Home Improvements - \$10,000

Habitat for Humanity is requesting \$10,000 to purchase materials (windows, gutters, doors, shingles, etc.) for home improvements to a single house through its Neighborhood Revitalization Initiative. This home will be in need of critical home repair, meaning that at least 15% of the home's value will be invested in exterior improvements. Habitat has raised additional monies for this initiative and as much as \$50,000 could be leveraged in additional local funds for the NRI program in total. Staff is recommending this activity be funded in full.

7. Habitat for Humanity & Midland Area Homes: Collaborative Roofing Initiative - \$30,000

Midland County Habitat for Humanity and Midland Area Homes have submitted a joint application for CDBG funding to cover costs associated with a new collaborative effort between the two organizations. This effort will seek to meet the needs of low-income homeowners who are in need of

roof repairs or replacements. Midland Area Home will conduct the intake and initial assessment, and Habitat for Humanity will provide the construction and financial administration. This joint venture between the two organizations was funded in the current year for \$20,000. Staff is recommending funding this proposal in full at \$30,000 to continue this collaboration and to better meet the roofing need, as documented by Midland Area Homes and Habitat for Humanity, within the city.

PUBLIC FACILITY IMPROVEMENTS

8. **Big Brothers Big Sisters of the Great Lakes Bay Region: Roof Replacement - \$16,399**
Big Brother Big Sisters is requesting \$16,399 to fund the replacement of the roof at the organization's headquarters on N. Saginaw Road. BBBS has indicated that the 20 year-old roof is in need of replacement, including new gutters and downspouts, as leaks have become more widespread. Repair work can only temporarily fix the issue as a new roof is now needed according to the construction professionals who work with the organization's capital maintenance committee. As the space is used for work with "Littles" and the training of "Bigs" who do work with "Littles", the building is eligible for CDBG dollars. In 2015-16, CDBG funds were used to rehabilitate a portion of the basement for office and conference space. Staff is recommending this activity be funded in full in order to ensure the sustainability of this space. (Subject to Davis-Bacon Requirements)
9. **Cleveland Manor: Energy & Dehumidifiers Improvements- \$35,000**
Cleveland Manor submitted a combined request for \$65,000 to cover lighting/energy improvements and for the replacement of 60 dehumidifiers to Energy Star units. Due to limited revenue for the year, staff is recommending funding this request only in part at \$35,000. At this amount, Cleveland Manor would be able to select which of the two projects could be completed in full or whether a portion of each could be completed. (Subject to Davis-Bacon Requirements)
10. **Windover High School: Walk-in Refrigerator/Freezer- \$49,000**
Windover High School is requesting \$49,000 to upgrade the facility's kitchen with an energy efficient walk-in refrigerator/freezer. This improvement will greatly impact the capacity of the school's budding culinary arts program, a program that is used by a large portion of the school's low-income students. Staff is recommending this item be funded in full. (Subject to Davis-Bacon Requirements)
11. **Washington Woods: Path Lights - \$38,000**
Washington Woods is requesting \$38,000 to cover the costs associated with removing and installing new lights along the path behind the facility. Following recent security issues this past summer, completion of this project will benefit the entire facility from both a security and safety standpoint. Staff is recommending this request be funded in full. (Subject to Davis-Bacon Requirements)
12. **Big Brothers Big Sisters of the Great Lakes Bay Region: Siding Replacement**
Big Brothers Big Sisters (BBBS) has also requested \$18,837 for the replacement of siding at the organization's headquarters. Due to budget constraints, staff is recommending to not fund this activity.

PUBLIC SERVICES

The public services category is capped at 15% of the year's entitlement amount (est. \$240,000) plus prior year program income (est. \$15,000). For 2017-18, staff calculates this cap to be \$38,250.

13. **Legal Services of Eastern Michigan: Fair Housing Testing - \$3,500**
Legal Services is requesting \$3,500 to provide on-going testing and enforcement activities that will curb housing discrimination and guarantee equal opportunity access to housing within the City of Midland. On-going fair housing activities including testing are necessary and in line with the objective of the City's 2015 Fair Housing Plan. Legal Services have been providing these services to the community for many years, including during this current year under the award amount of \$3,500. Staff recommends awarding the amount requested in full again this year.

14. West Midland Family Center: Family Ties Program - \$10,000

West Midland Family Center is requesting \$10,000 for their Family Ties Program which focuses on strengthening low-income, at-risk families from the city of Midland. WMFC has received funding for this program for many years including this current year in the amount of \$10,000. While concerns have been raised regarding the amount of money spent towards transportation costs associated with getting the families out to WMFC, staff is supportive of this program that has regularly and positively impacted participating city-resident families for many years. If the Housing Commission determines that these transportation concerns warrant further discussions with this organization, staff can begin conversations to determine appropriate alternatives. Staff is recommending this activity be funded in full for the upcoming year.

15. Midland Community Former Offenders: Housing/Work Assistance - \$10,000

Midland County Former Offenders (a subprogram of Caregiving Network) has requested \$10,000 to provide employment and housing assistance to former offenders. The inability to meet basic life needs is the number one predictor of re-offending, thus this project helps the city of Midland be a safer and more productive community by reducing recidivism. This program has demonstrated strong compliance and timely expenditure of funds, along with substantial accomplishment data over the last two years. Staff is recommending the request be awarded in full to continue this activity and the benefits it brings to the community.

ARCHITECTURAL BARRIER REMOVAL**16. Midland Area Homes: Accessibility Ramps - \$5,000**

Midland Area Homes is requesting \$5,000 to provide extremely low-income Midland residents who are experiencing limited mobility impairments with accessibility ramps for their homes. These funds can provide up to seven ramps for low-income homes, including mobile homes. For this current year, this program received \$5,000 in CDBG funds. Due to the continued increase in requests MAH has been receiving for accessibility improvements, staff is recommending this request be funded in full at \$5,000.

AFFORDABLE HOUSING**17. Midland County Habitat for Humanity: Land Acquisition - \$15,000**

Habitat for Humanity has requested \$11,000 to fund a portion of the costs associated with the purchase of a to-be-identified empty lot within the city of Midland. Habitat for Humanity has acquired a number of vacant parcels over the years to facilitate their housing construction program. While CDBG funds cannot be expended to fund housing construction, they can certainly be used to acquire property that will be used for new construction. This is one of the best ways CDBG dollars can directly impact the creation of new, affordable housing units. While it would be ideal for a property to be identified at this time, staff is confident that Habitat will be able to identify a suitable property in the near future, likely before the start of the program year.

CONTINGENCY**18. Contingency - \$10,000**

Contingency funds are generally factored into the CDBG budget, as HUD allocations are not confirmed and unforeseen cost overruns for funded projects are possible. Staff is recommending allocating \$10,000 to this fund for the ability to respond to any unforeseen circumstances that might arise.

A table of the summary above can be found on the next page, labeled Attachment A.

HOUSING COMMISSION ACTION

Staff currently anticipates that the Housing Commission will formulate a recommendation to City Council on the 2017-18 CDBG Budget during its March 6, 2017 meeting. If this takes place, we anticipate that on March 13, 2017 the City Council will set the public hearing date for April 24, 2017, allowing for the 30-day public comment period. On April 24, 2017, we anticipate that the City Council will consider the 2017-18 CDBG budget. Please note that

these dates are merely preliminary and may be adjusted due to Housing Commission action and City Council agenda scheduling.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Grant Murschel".

Grant Murschel
Community Development Planner

Attachment A
Community Development Block Grant
Proposed Budget 2017-18

<u>REVENUE</u>	<u>Staff Proposal</u>
2017-18 Entitlement	\$ 240,000.00
Carry-over from prior years	\$ 86,405.00
2016-17 Program Income	<u>\$ 15,000.00</u>
Subtotal	\$ 341,405.00
 <u>EXPENDITURES</u>	
Planning/Administration	\$ 43,000.00
Housing Rehabilitation	
Administration	\$ 6,500.00
Zero-Interest Loans	\$ 33,496.00
Reece Endeavor – Stove Top Safety	\$ 1,510.00
Midland Area Homes - Minor Repairs	\$ 25,000.00
Habitat for Humanity - NRI Home Improvement	\$ 10,000.00
MAH/Habitat for Humanity – Collaborative Roofing	<u>\$ 30,000.00</u>
Subtotal	\$ 106,506.00
Public Facility Improvements/Multi-Family Rehabilitation	
Big Brothers Big Sisters GLBR – Roof Replacement	\$ 16,399.00
Cleveland Manor – Energy & Dehumidifier Improv.	\$ 35,000.00
Windover High School – Walk-In Fridge/Freezer	\$ 49,000.00
Washington Woods – Path Lighting Upgrades	\$ 38,000.00
Big Brothers Big Sisters GLBR – Siding Replacement	<u>\$ - .00</u>
Subtotal	\$ 138,399.00
Public Services	
Legal Services - Fair Housing Testing	\$ 3,500.00
West Midland Family Center - Family Ties	\$ 10,000.00
MCFOAR – Housing/Work Assistance	<u>\$ 10,000.00</u>
Subtotal	\$ 23,500.00
<i>Public Services Cap</i>	<i>\$ 38,250.00</i>
<i>(15% of Ent. And P.Y. Program Income)</i>	
Architectural Barrier Removal	
MAH - Accessibility Ramps & Modifications	\$ 5,000.00
Affordable Housing	
Habitat for Humanity – Land Acquisition	\$ 15,000.00
Contingency	\$ 10,000.00
 GRAND TOTAL	 <u>\$ 341,405.00</u>

**MINUTES
REGULAR MEETING OF THE MIDLAND CITY HOUSING COMMISSION
MONDAY, MARCH 6, 2017, 3:00 P.M.
333 W. ELLSWORTH STREET
CITY COUNCIL OVERFLOW ROOM
MIDLAND, MICHIGAN**

1. Roll Call

PRESENT: Burgess, Mortensen, Garchow, and Wright

ABSENT: Loose

OTHERS

PRESENT: Brad Kaye, Assistant City Manager for Development Services; Grant Murschel, Community Development Planner; Kim Samborn, Manager of Senior Housing; Lori Jung, Assistant Manager of Senior Housing; and one (1) other.

2. Approval of Minutes of February 13, 2017

It was moved by Garchow and seconded by Wright to approve the minutes of Monday, February 13, 2017 as written. The motion was approved unanimously (4-0).

3. Public Hearings

a) Community Development Block Grant 2017-18 Budget

Murschel provided an overview of the staff recommendations for the budget. He began with a breakdown of the revenue followed by explanation of each proposed expenditure. The entitlement amount from the U.S. Department of Housing and Urban Development is an estimate as this point following consultation with the City's representative from HUD Detroit.

Mortensen wondered if it is the best to use of CDBG dollars to fund capital maintenance projects at the offices of nonprofits. While all of the nonprofits do incredible work, she is hesitant to fund general maintenance of any office facilities. Wright commented that delayed maintenance can tremendously impact the cost of repairs in the long term. Murschel commented that in the future, he could direct interested applicants away from general maintenance proposals and towards expansion of services or usable space.

Garchow commented that the available dollars can be used to meet the vast majority of requests. He believes the recommendation by staff appropriately spreads the available funds around to impact the targeted groups of people.

It was moved by Wright and supported by Burgess to recommend City Council approve the Community Development Block Grant 2017-18 Budget, as proposed by staff. The motion was approved unanimously (4-0).

4. Public Comments

None.

5. Reports

a) Senior Housing Updates – Lori Jung & Kim Samborn

Samborn presented the report for Riverside Place. She explained that staff has been able to resolve the food service issues through consultations with residents and the food service provider, Sodexo. Mortensen wondered if the new arrangement is more sustainable for Sodexo. Samborn explained that she foresees it to be in the short term. Long term, the consumer price index will drive any cost changes and any large changes in this index will require a revisit to the arrangement.

Jung provided the update on Washington Woods. She indicated that the contractor for the west side renovation is ahead of schedule and currently at 30% completion on the project. A recent pizza party was widely successful and enjoyed by many residents.

6. Fair Housing Update

Murschel presented information on recent fair housing testing in the city of Midland by Legal Services of Eastern Michigan. The results of recent tests do not indicate any significant changes in fair housing issues across the city; however, LSEM is continuing to work to resolve any disputes or areas where discrimination has been identified.

7. Communications

Murschel provided an update on the current CDBG program year.

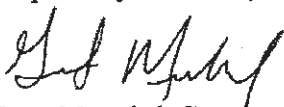
8. Future Meeting Date

a) June 5, 2017 – Regular Meeting

5. Adjournment

The meeting was adjourned by Vice-Chairwoman Mortensen at 3:52 p.m.

Respectfully submitted,



Grant Murschel, Community Development Planner

MINUTES ARE NOT FINAL UNTIL APPROVED BY THE MIDLAND CITY HOUSING COMMISSION.

Backup material for agenda item:

4. City Manager's Proposed 2017-18 Budget (also see material sent in the April 10 agenda packet). KEENAN

SUMMARY REPORT TO MANAGER
For City Council Meeting of April 24, 2017

SUBJECT: 2017-18 Proposed Budget

INITIATED BY: David A. Keenan, Assistant City Manager

RESOLUTION SUMMARY:

None

ATTACHMENT:

Letter of Transmittal

CITY COUNCIL ACTION:

Conduct a public hearing

David A. Keenan
Assistant City Manager



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640 ♦ 989.837.3300 * 989.837.2717 Fax ♦ www.cityofmidland-mi.gov

TO: Jon Lynch, City Manager

FM: David A. Keenan, Assistant City Manager

DT: April 20, 2017

RE: Public Hearing on Proposed 2017-18 Budget

Monday, April 24, 2017, is the date set for the first of two scheduled public hearings on the proposed 2017-18 City of Midland budget. It is designed to provide an opportunity for public input on the budget. The proposed budget has been available for public examination since April 11, 2017, at the City Clerk's office, the Grace A. Dow Memorial Library, and on the City's website.

A second public hearing, required by the City Charter, is scheduled for Monday, May 8, 2017. The City Council is scheduled to adopt the budget at their regular meeting scheduled for May 22, 2017.

No formal City Council action is necessary at this time.

4-10-17
Received,
Set Pkt for
4-24-17 and
5-8-17

7

SUMMARY REPORT TO MANAGER
For City Council Meeting of April 10, 2017

SUBJECT: 2017-18 Proposed Budget

INITIATED BY: David A. Keenan, Assistant City Manager

RESOLUTION SUMMARY: Resolution acknowledges receipt of the City Manager's proposed budget for the 2017-18 fiscal year, orders same to be placed on file for public examination at City Hall and the Grace A. Dow Memorial Library, directs City Clerk to publish notice of public hearings, as previously approved by Council at its November 14, 2016 regular meeting, and directs the City Clerk to publish a comparative summary of the budget.

ITEMS ATTACHED:

1. Letter of transmittal
2. Resolution

CITY COUNCIL ACTION:

3/5 affirmative vote required to approve resolution.



David A. Keenan, Assistant City Manager



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640 ♦ 989.837.3300 ♦ 989.837.2717 Fax ♦ www.midland-mi.org

TO: Jon Lynch, City Manager

FM: David A. Keenan, Assistant City Manager

A handwritten signature in black ink, appearing to be "D. Keenan", written over the "FM:" line.

DT: April 5, 2017

RE: Receiving the 2017-18 Budget

Attached to this memo is a Council resolution which would receive the proposed 2017-18 budget and place it on file for public examination at the City Clerk's office in City Hall and at the Grace A. Dow Memorial Library. The budget document itself will be presented to Council at its April 10th meeting.

The dates for special budget work sessions and public hearings were previously set by Council on November 14, 2016. As a reminder, those dates are:

- Monday, April 17, 2017 – budget study work session (special meeting)
- Monday, April 24, 2017 – preliminary public hearing (regular meeting)
- Monday, May 8, 2017 – mandatory public hearing (regular meeting).

The attached resolution will also direct the City Clerk to publish timely notice of the above public hearings, and publish a comparative summary of the 2016-17 adopted budget, and the 2017-18 proposed budget.

The Charter requires adoption of the budget no later than the fourth Monday in May, which this year is May 22. Accordingly, it is planned to present Council with a resolution at Council's regular meeting on Monday, May 22, 2017, to adopt the 2017-18 fiscal year budget.



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640 ♦ 989.837.3300 ♦ 989.837.2717 Fax ♦ www.midland-mi.org

BY COUNCILMAN ARNOSKY

WHEREAS, City Council has previously approved, at its regular Council meeting on November 14, 2016, that a preliminary public hearing shall be conducted at 7:00 p.m., Monday, April 24, 2017, in the Council Chambers of City Hall, on the proposed 2017-18 budget; and

WHEREAS, City Council has previously approved at the same meeting that in accord with Section 11.6 of the Charter of the City of Midland, a public hearing shall be conducted at 7:00 p.m., Monday, May 8, 2017, in the Council Chambers of City Hall on the proposed 2017-18 budget; now therefore

RESOLVED, that the City Manager's proposed budgets and financial working plans for the 2017-18 fiscal year, prepared in accord with Section 11.3 of the City Charter, are hereby acknowledged as being received by the Midland City Council on this date, as required by Section 11.2 of the Charter, and are ordered placed on file for public examination; and

RESOLVED FURTHER, that the City Clerk shall cause notice of said public hearings to be published in the Midland Daily News not less than seven days prior to the appointed date of each; and

RESOLVED FURTHER, that copies of the proposed 2017-18 budget of the City of Midland shall be placed on file for public examination during normal business hours at the City Clerk's office in City Hall, 333 W. Ellsworth Street, and at the Grace A. Dow Memorial Library, 1710 W. St. Andrews Road, in the City of Midland; and

RESOLVED FURTHER, that the City Clerk is hereby directed to publish once in the Midland Daily News a comparative summary of the 2016-17 adopted budget and the 2017-18 proposed budget.

YEAS: Adams, Arnosky, Brown Wilhelm, Donker, Wazbinski

NAYS: None

ABSENT: None

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a 5/0 yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, April 10, 2017.


Selina Tisdale, City Clerk

Backup material for agenda item:

5. Amendment to the 2016-17 Budgets and Financial Working Plans (also see material sent in the April 10 agenda packet). KEENAN

SUMMARY REPORT TO MANAGER
For City Council Meeting of April 24, 2017

SUBJECT: Amendment to 2016 -17 budgets and financial working plans

INITIATED BY: David A. Keenan, Assistant City Manager

RESOLUTION SUMMARY:

This resolution amends the 2016-17 City budgets and financial working plans to adjust revenues and expenditures for 2016-17 to reflect the projected amounts submitted during the 2017-18 budget process.

ITEMS ATTACHED:

1. Letter of transmittal
2. Resolution

CITY COUNCIL ACTION:

1. Conduct a public hearing
2. 3/5 affirmative vote required for adoption

David A. Keenan, Assistant City Manager



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640 ♦ 989.837.3300 * 989.837.2717 Fax ♦ www.cityofmidlandmi.gov

TO: Jon Lynch, City Manager

FM: David A. Keenan, Assistant City Manager

DT: April 20, 2017

RE: Resolution to Amend 2016-17 City Budgets and Financial Working Plans

During each annual budget process, departments project revenues and expenditures for the remaining months of the current fiscal year. These projections help determine the ending fund balance or working capital in each of the City's funds. These ending balances for fund balance and working capital determine how much funding is available for the following year's budget; therefore, it is important to end the current fiscal year as close to the projections as possible. Amending the budget to reflect the projections submitted will allow us to control spending at the same level.

Attached hereto is a proposed Council resolution which would amend the City's 2016-17 budgets and financial working plans to adjust the revenues and expenditures to reflect the projected 2016-17 amounts submitted during the 2017-18 budget process.

The proposed budget amendment would adjust the revenues and expenditures for the 2016-17 fiscal year as summarized in the attached resolution.



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640 ♦ 989.837.3300 * 989.837.2717 Fax ♦ www.cityofmidlandmi.gov

BY COUNCILMAN

WHEREAS, in accord with Sections 5.11 and 11.6 of the Charter of the City of Midland, and after having given proper legal notice and having conducted a public hearing on Monday, April 24, 2017 on the proposal to amend the 2016-17 budgets and financial working plans to reflect the estimates submitted during the 2017-18 budget process; now therefore

RESOLVED, the budgets and working plans of the City of Midland be amended as follows:

	<u>Current</u>	<u>Proposed</u>
GENERAL FUND		
<i>Sources of Funds:</i>		
Property taxes	\$ 28,615,302	\$ 28,039,412
Intergovernmental	7,333,319	11,819,245
Other revenues	4,713,507	5,035,054
Transfers from other funds	24,000	38,388
Fund balance	5,443,869	-
Total Sources of Funds	<u>\$ 46,129,997</u>	<u>\$ 44,932,099</u>
<i>Appropriations:</i>		
General government	\$ 6,668,022	\$ 6,483,801
Public safety	18,237,399	18,161,837
Public works	2,311,910	2,097,471
Sanitation	3,474,422	3,473,587
Parks and recreation	5,932,788	5,976,046
Other functions	1,936,112	1,563,483
Capital projects	1,819,062	1,667,901
Contingencies	365,000	150,000
Transfers to other funds	5,385,282	5,228,057
Fund balance	-	129,916
Total Appropriations	<u>\$ 46,129,997</u>	<u>\$ 44,932,099</u>
MAJOR STREET FUND		
<i>Sources of Funds:</i>		
State gas and weight tax	\$ 3,361,000	\$ 3,560,000
County Road Millage	4,200,000	4,518,393
Other revenues	450,013	3,541,372
Transfers from other funds	-	917,737
Fund balance	3,055,087	1,947,532
Total Sources of Funds	<u>\$ 11,066,100</u>	<u>\$ 14,485,034</u>
<i>Appropriations:</i>		
Street maintenance	\$ 2,040,748	\$ 1,900,447
Street construction	6,149,039	9,637,596
Contingencies	20,000	20,000
Transfers to other funds	2,856,313	2,926,991
Total Appropriations	<u>\$ 11,066,100</u>	<u>\$ 14,485,034</u>

LOCAL STREET FUND*Sources of Funds:*

State gas and weight tax
 Other revenues
 Transfers from other funds
 Fund balance

Total Sources of Funds

Current	Proposed
\$ 896,000	\$ 936,000
149,000	163,400
2,720,000	2,793,180
1,762,268	1,571,149
\$ 5,527,268	\$ 5,463,729

Appropriations:

Street maintenance
 Street construction
 Contingencies
 Transfers to other funds

Total Appropriations

\$ 1,587,664	\$ 1,530,510
3,778,277	3,778,277
20,000	20,000
141,327	134,942
\$ 5,527,268	\$ 5,463,729

SMARTZONE FUND*Sources of Funds:*

Property taxes
 Fund balance

Total Sources of Funds

\$ -	\$ 100,334
48,000	-
\$ 48,000	\$ 100,334

Appropriations:

Operating expenditures
 Fund balance

Total Appropriations

\$ 48,000	\$ 72,000
-	28,334
\$ 48,000	\$ 100,334

CENTER CITY AUTHORITY FUND*Sources of Funds:*

Property taxes
 Other revenues
 Fund balance

Total Sources of Funds

\$ 4,252	\$ 3,305
300	80
31,781	32,001
\$ 36,333	\$ 35,386

Appropriations:

Operating expenditures

Total Appropriations

\$ 36,333	\$ 35,386
\$ 36,333	\$ 35,386

STORM WATER MANAGEMENT FUND*Sources of Funds:*

Other revenues
 Transfers from other funds
 Fund balance

Total Sources of Funds

\$ 24,950	\$ 26,160
947,640	938,753
408,122	461,432
\$ 1,380,712	\$ 1,426,345

Appropriations:

Storm sewer maintenance
 Storm sewer construction
 Contingencies

Total Appropriations

\$ 715,107	\$ 760,740
616,605	616,605
25,000	25,000
\$ 1,380,712	\$ 1,426,345

GRACE A. DOW LIBRARY FUND*Sources of Funds:*

	<u>Current</u>	<u>Proposed</u>
Property taxes	\$ 2,098,877	\$ 2,130,938
Operating revenues	50,000	50,500
State funds	257,724	286,208
Other revenues	1,068,236	1,070,268
Transfers from other funds	1,242,399	1,061,741
Fund balance	51,000	51,000
Total Sources of Funds	\$ 4,768,236	\$ 4,650,655

Appropriations:

Operating expenditures	\$ 4,248,236	\$ 4,130,655
Capital projects	440,000	440,000
Capital expenditures	80,000	80,000
Total Appropriations	\$ 4,768,236	\$ 4,650,655

COMMUNITY DEVELOPMENT BLOCK GRANT FUND*Sources of Funds:*

Federal grants	\$ 322,392	\$ 404,294
Program income	10,497	15,000
Total Sources of Funds	\$ 332,889	\$ 419,294

Appropriations:

Residential home rehabs	\$ 97,392	\$ 97,392
Other expenditures	180,497	180,497
Contingencies	10,000	10,000
Transfers to other funds	45,000	45,000
Fund balance	-	86,405
Total Appropriations	\$ 332,889	\$ 419,294

SPECIAL ACTIVITIES FUND*Sources of Funds:*

Grant revenues	\$ 9,000	\$ 9,000
Contributions and other	72,825	60,325
Transfers from other funds	5,000	5,000
Fund balance	-	7,925
Total Sources of Funds	\$ 86,825	\$ 82,250

Appropriations:

Other expenditures	\$ 68,500	\$ 67,250
Transfers to other funds	15,000	15,000
Fund balance	3,325	-
Total Appropriations	\$ 86,825	\$ 82,250

MIDLAND HOUSING FUND*Sources of Funds:*

Sale of assets and other	\$ 215,200	\$ 272,403
Fund balance	172,900	5,400
Total Sources of Funds	\$ 388,100	\$ 277,803

Appropriations:

Cost of assets sold and other	\$ 388,100	\$ 277,803
Total Appropriations	\$ 388,100	\$ 277,803

DIAL-A-RIDE FUND*Sources of Funds:*

	<u>Current</u>	<u>Proposed</u>
Operating revenues	\$ 105,380	\$ 109,000
State funds	794,815	858,207
Federal funds	636,890	639,227
Transfers from other funds	743,134	616,730
Other revenues	5,744	17,755
Total Sources of Funds	\$ 2,285,963	\$ 2,240,919

Appropriations:

Operating expenditures	\$ 2,215,359	\$ 2,173,713
Capital expenditures	60,604	57,206
Contingencies	10,000	10,000
Total Appropriations	\$ 2,285,963	\$ 2,240,919

MIDLAND COMMUNITY TELEVISION FUND*Sources of Funds:*

Franchise fees	\$ 780,050	\$ 780,750
Other revenues	2,100	3,840
Fund balance	57,080	45,825
Total Sources of Funds	\$ 839,230	\$ 830,415

Appropriations:

Operating expenditures	\$ 730,119	\$ 721,304
Capital expenditures	95,111	95,111
Contingencies	14,000	14,000
Total Appropriations	\$ 839,230	\$ 830,415

DOWNTOWN DEVELOPMENT AUTHORITY FUND*Sources of Funds:*

Property taxes	\$ 542,549	\$ 542,374
Other revenues	5,800	10,816
Transfers from other funds	26,500	26,500
Fund balance	733,101	752,018
Total Sources of Funds	\$ 1,307,950	\$ 1,331,708

Appropriations:

Operating expenditures	\$ 175,927	\$ 177,167
Other charges	1,082,023	336,641
Transfers to other funds	50,000	817,900
Total Appropriations	\$ 1,307,950	\$ 1,331,708

DEBT SERVICE FUND*Sources of Funds:*

Property taxes & other	\$ 636,606	\$ 630,688
Transfers from other funds	1,819,749	1,819,749
Fund balance	-	5,697
Total Sources of Funds	\$ 2,456,355	\$ 2,456,134

DEBT SERVICE FUND (cont'd)*Appropriations:*

	<u>Current</u>	<u>Proposed</u>
Debt service	\$ 1,628,663	\$ 1,628,663
Transfers to other funds	827,471	827,471
Fund balance	221	-
Total Appropriations	\$ 2,456,355	\$ 2,456,134

CIVIC ARENA FUND*Sources of Funds:*

Operating revenue	\$ 1,111,440	\$ 1,068,166
Other revenues	20,150	18,200
Transfers from other funds	350,000	350,000
Working capital	96,929	-
Total Sources of Funds	\$ 1,578,519	\$ 1,436,366

Appropriations:

Operating expenses	\$ 989,031	\$ 939,631
Capital expenses	227,500	-
Debt service	351,988	351,988
Contingencies	10,000	25,000
Working capital	-	119,747
Total Appropriations	\$ 1,578,519	\$ 1,436,366

LANDFILL FUND*Sources of Funds:*

Operating revenue	\$ 3,363,000	\$ 4,240,500
Other revenues	116,511	121,671
Working capital	1,764,176	904,882
Total Sources of Funds	\$ 5,243,687	\$ 5,267,053

Appropriations:

Operating expenses	\$ 1,588,343	\$ 1,569,224
Other expenses	1,501,050	1,546,885
Capital expenses	574,294	570,944
Capital projects	1,580,000	1,580,000
Total Appropriations	\$ 5,243,687	\$ 5,267,053

WASHINGTON WOODS FUND*Sources of Funds:*

Operating revenues	\$ 1,610,215	\$ 1,497,600
Other revenues	1,302,000	5,237
Transfers from other funds	45,000	45,000
Working capital	1,699,930	3,001,413
Total Sources of Funds	\$ 4,657,145	\$ 4,549,250

Appropriations:

Operating expenses	\$ 1,457,379	\$ 1,392,916
Other expenses	308,500	268,500
Capital expenses	348,000	350,000
Capital projects	2,535,548	2,535,548
Contingencies	7,718	2,286
Total Appropriations	\$ 4,657,145	\$ 4,549,250

RIVERSIDE PLACE FUND*Sources of Funds:*

Operating revenues

Other revenues

Working capital

Total Sources of Funds*Appropriations:*

Operating expenses

Other expenses

Capital expenses

Contingencies

Working capital

Total Appropriations**CURRIE MUNICIPAL GOLF COURSE FUND***Sources of Funds:*

Operating revenues

Other revenues

Transfers from other funds

Total Sources of Funds*Appropriations:*

Operating expenses

Contingencies

Capital expenses

Debt service

Working capital

Total Appropriations**PARKING FUND***Sources of Funds:*

Operating revenues

Other revenues

Transfers from other funds

Working capital

Total Sources of Funds*Appropriations:*

Operating expenses

Other expenses

Total Appropriations**WASTEWATER FUND***Sources of Funds:*

Operating revenues

Other revenues

Transfers from other funds

Working capital

Total Sources of Funds

	Current	Proposed
RIVERSIDE PLACE FUND		
<i>Sources of Funds:</i>		
Operating revenues	\$ 1,988,961	\$ 2,022,266
Other revenues	45,650	48,000
Working capital	42,427	-
Total Sources of Funds	\$ 2,077,038	\$ 2,070,266
<i>Appropriations:</i>		
Operating expenses	\$ 1,524,001	\$ 1,481,494
Other expenses	487,500	495,500
Capital expenses	55,537	49,143
Contingencies	10,000	10,000
Working capital	-	34,129
Total Appropriations	\$ 2,077,038	\$ 2,070,266
CURRIE MUNICIPAL GOLF COURSE FUND		
<i>Sources of Funds:</i>		
Operating revenues	\$ 955,655	\$ 925,261
Other revenues	99,364	100,000
Transfers from other funds	676,074	676,074
Total Sources of Funds	\$ 1,731,093	\$ 1,701,335
<i>Appropriations:</i>		
Operating expenses	\$ 1,040,827	\$ 1,061,369
Contingencies	20,000	20,000
Capital expenses	223,333	223,333
Debt service	17,185	17,185
Working capital	429,748	379,448
Total Appropriations	\$ 1,731,093	\$ 1,701,335
PARKING FUND		
<i>Sources of Funds:</i>		
Operating revenues	\$ 94,523	\$ 104,540
Other revenues	15,941	15,075
Transfers from other funds	55,000	55,000
Working capital	22,414	9,437
Total Sources of Funds	\$ 187,878	\$ 184,052
<i>Appropriations:</i>		
Operating expenses	\$ 186,638	\$ 182,857
Other expenses	1,240	1,195
Total Appropriations	\$ 187,878	\$ 184,052
WASTEWATER FUND		
<i>Sources of Funds:</i>		
Operating revenues	\$ 6,163,370	\$ 6,208,995
Other revenues	276,510	346,336
Transfers from other funds	827,471	827,471
Working capital	858,210	534,693
Total Sources of Funds	\$ 8,125,561	\$ 7,917,495

WASTEWATER FUND (cont'd)*Appropriations:*

	Current	Proposed
Operating expenses	\$ 2,681,189	\$ 2,671,200
Other expenses	1,770,907	1,572,830
Capital expenses	1,034,261	1,034,261
Capital projects	1,093,019	1,093,019
Debt service	1,436,185	1,436,185
Contingencies	50,000	50,000
Transfers to other funds	60,000	60,000
Total Appropriations	\$ 8,125,561	\$ 7,917,495

WATER FUND*Sources of Funds:*

Operating revenues	\$ 10,792,740	\$ 11,461,305
Contractual revenue	706,745	740,336
Other revenues	184,447	311,978
Working capital	4,542,507	3,414,033
Total Sources of Funds	\$ 16,226,439	\$ 15,927,652

Appropriations:

Operating expenses	\$ 4,883,980	\$ 4,840,681
Other expenses	3,874,968	3,620,281
Capital expenses	1,077,950	1,077,150
Capital projects	5,137,078	5,137,078
Debt service	1,191,388	1,191,387
Contingencies	12,883	12,883
Transfers to other funds	48,192	48,192
Total Appropriations	\$ 16,226,439	\$ 15,927,652

STORES REVOLVING FUND*Sources of Funds:*

Operating revenues	\$ 940,000	\$ 540,000
Other revenues	2,175	3,040
Working capital	-	13,174
Total Sources of Funds	\$ 942,175	\$ 556,214

Appropriations:

Operating expenses	\$ 920,697	\$ 556,214
Working capital	21,478	-
Total Appropriations	\$ 942,175	\$ 556,214

INFORMATION SERVICES FUND*Sources of Funds:*

Operating revenues	\$ 1,089,002	\$ 1,089,652
Other revenues	2,500	4,000
Working capital	268,436	256,417
Total Sources of Funds	\$ 1,359,938	\$ 1,350,069

INFORMATION SERVICES FUND (cont'd)*Appropriations:*

	<u>Current</u>	<u>Proposed</u>
Operating expenses	\$ 1,282,938	\$ 1,273,069
Capital expenses	52,000	52,000
Contingencies	25,000	25,000
Total Appropriations	\$ 1,359,938	\$ 1,350,069

EQUIPMENT REVOLVING FUND*Sources of Funds:*

Operating revenues	\$ 4,118,738	\$ 4,432,562
Other revenues	440,050	407,747
Working capital	1,387,687	1,077,209
Total Sources of Funds	\$ 5,946,475	\$ 5,917,518

Appropriations:

Operating expenses	\$ 2,360,857	\$ 2,356,900
Other expenses	712,517	687,517
Capital expenses	2,848,101	2,848,101
Contingencies	25,000	25,000
Total Appropriations	\$ 5,946,475	\$ 5,917,518

MUNICIPAL SERVICE CENTER FUND*Sources of Funds:*

Operating revenues	\$ 384,593	\$ 384,593
Other revenues	1,164	2,564
Total Sources of Funds	\$ 385,757	\$ 387,157

Appropriations:

Operating expenses	\$ 285,841	\$ 274,262
Capital expenses	64,139	64,139
Capital projects	8,068	8,068
Contingencies	10,000	10,000
Working capital	17,709	30,688
Total Appropriations	\$ 385,757	\$ 387,157

MUNICIPAL SERVICE ANNEX FUND*Sources of Funds:*

Operating revenues	\$ 34,744	\$ 34,744
Other revenues	25	200
Transfers from other funds	48,192	48,192
Total Sources of Funds	\$ 82,961	\$ 83,136

Appropriations:

Operating expenses	\$ 16,725	\$ 16,532
Contingencies	5,000	5,000
Capital expenses	40,100	40,100
Working capital	21,136	21,504
Total Appropriations	\$ 82,961	\$ 83,136

RENEWABLE ENERGY SERVICES FUND*Sources of Funds:*

	<u>Current</u>	<u>Proposed</u>
Operating revenues	\$ 1,032,660	\$ 982,565
Other revenues	500	1,300
Transfers from other funds	60,000	60,000
Working capital	149,896	196,693
Total Sources of Funds	<u>\$ 1,243,056</u>	<u>\$ 1,240,558</u>

Appropriations:

Operating expenses	\$ 665,248	\$ 662,750
Capital expenses	159,084	159,084
Debt service	403,724	403,724
Contingencies	15,000	15,000
Total Appropriations	<u>\$ 1,243,056</u>	<u>\$ 1,240,558</u>

PROPERTY AND LIABILITY INSURANCE FUND*Sources of Funds:*

Operating revenues	\$ 516,759	\$ 514,387
Other revenues	96,000	104,669
Working capital	141,241	134,968
Total Sources of Funds	<u>\$ 754,000</u>	<u>\$ 754,024</u>

Appropriations:

Operating expenses	\$ 754,000	\$ 754,024
Total Appropriations	<u>\$ 754,000</u>	<u>\$ 754,024</u>

HEALTH INSURANCE FUND*Sources of Funds:*

Operating revenues	\$ 9,832,288	\$ 9,528,825
Other revenues	278,000	462,364
Working capital	514,753	78,785
Total Sources of Funds	<u>\$ 10,625,041</u>	<u>\$ 10,069,974</u>

Appropriations:

Operating expenses	\$ 10,625,041	\$ 10,069,974
Total Appropriations	<u>\$ 10,625,041</u>	<u>\$ 10,069,974</u>

SPECIAL ASSESSMENT REVOLVING FUND*Sources of Funds:*

Operating revenues	\$ -	\$ 9,403
Other revenues	14,000	15,000
Working capital	-	3,985
Total Sources of Funds	<u>\$ 14,000</u>	<u>\$ 28,388</u>

Appropriations:

Transfers to other funds	\$ 14,000	\$ 28,388
Total Appropriations	<u>\$ 14,000</u>	<u>\$ 28,388</u>

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, April 24, 2017.

Selina Tisdale, City Clerk

4-10-17
Set PH for
4-24-17

13

SUMMARY REPORT TO MANAGER
For City Council Meeting of April 10, 2017

SUBJECT: Amendment to 2016-17 budgets and financial working plans

INITIATED BY: David A. Keenan, Assistant City Manager

RESOLUTION SUMMARY:

This resolution will set a public hearing for Monday, April 24, 2017, on the proposal to amend the 2016-17 City budgets and financial working plans to adjust revenues and expenditures for 2016-17 to reflect the revised projections as submitted during the 2017-18 budget process.

ITEMS ATTACHED:

1. Letter of transmittal
2. Resolution

CITY COUNCIL ACTION:

3/5 affirmative vote required for adoption



David A. Keenan
Assistant City Manager



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640 ♦ 989.837.3300 ♦ 989.837.2717 Fax ♦ www.midland-mi.org

TO: Jon Lynch, City Manager

FM: David A. Keenan, Assistant City Manager

DT: April 6, 2017

RE: Resolution to Amend 2016-17 City Budgets and Financial Working Plans

During each annual budget process, departments project revenues and expenditures for the remaining months of the current fiscal year. These projections help determine the ending fund balance or working capital in each of the City's funds. These ending balances for working capital and fund balance determine how much funding is available for the following year's budget; therefore, it is important to end the current fiscal year as close to the projections as possible. Amending the budget to reflect the projections submitted would allow us to control spending at the same level.

Attached hereto is a proposed Council resolution which would set April 24, 2017, as the date to hold a public hearing on amending the City's 2016-17 budgets and financial working plans to adjust the revenues and expenditures to reflect the projected 2016-17 amounts submitted during the 2017-18 budget process.

The proposed budget amendment would adjust the revenues and expenditures for the 2016-17 fiscal year as summarized in the attached resolution.



City Hall • 333 West Ellsworth Street • Midland, Michigan 48640 • 989.837.3300 • 989.837.2717 Fax • www.midland-mi.org

BY COUNCILMAN BROWN WILHELM

RESOLVED, that in accord with Section 11.6 of the Charter of the City of Midland, a public hearing shall be conducted at 7:00 p.m., April 24, 2017, in the Council Chambers of City Hall on the proposal to amend the 2016-17 budgets and financial working plans as follows:

	<u>Current</u>	<u>Proposed</u>
GENERAL FUND		
Sources of revenue	\$ 40,686,128	\$ 44,932,099
Uses of revenue	46,129,997	44,802,183
Change in fund balance	<u>\$ (5,443,869)</u>	<u>\$ 129,916</u>
MAJOR STREET FUND		
Sources of revenue	\$ 8,011,013	\$ 12,537,502
Uses of revenue	11,066,100	14,485,034
Change in fund balance	<u>\$ (3,055,087)</u>	<u>\$ (1,947,532)</u>
LOCAL STREET FUND		
Sources of revenue	\$ 3,765,000	\$ 3,892,580
Uses of revenue	5,527,268	5,463,729
Change in fund balance	<u>\$ (1,762,268)</u>	<u>\$ (1,571,149)</u>
SMARTZONE FUND		
Sources of revenue	\$ -	\$ 100,334
Uses of revenue	48,000	72,000
Change in fund balance	<u>\$ (48,000)</u>	<u>\$ 28,334</u>
CENTER CITY AUTHORITY FUND		
Sources of revenue	\$ 4,552	\$ 3,385
Uses of revenue	36,333	35,386
Change in fund balance	<u>\$ (31,781)</u>	<u>\$ (32,001)</u>
STORM WATER MANAGEMENT FUND		
Sources of revenue	\$ 972,590	\$ 964,913
Uses of revenue	1,380,712	1,426,345
Change in fund balance	<u>\$ (408,122)</u>	<u>\$ (461,432)</u>
GRACE A. DOW LIBRARY FUND		
Sources of revenue	\$ 4,717,236	\$ 4,599,655
Uses of revenue	4,768,236	4,650,655
Change in fund balance	<u>\$ (51,000)</u>	<u>\$ (51,000)</u>

	<u>Current</u>	<u>Proposed</u>
COMMUNITY DEVELOPMENT BLOCK GRANT FUND		
Sources of revenue	\$ 332,889	\$ 419,294
Uses of revenue	<u>332,889</u>	<u>332,889</u>
Change in fund balance	<u>\$ -</u>	<u>\$ 86,405</u>
SPECIAL ACTIVITIES FUND		
Sources of revenue	\$ 86,825	\$ 74,325
Uses of revenue	<u>83,500</u>	<u>82,250</u>
Change in fund balance	<u>\$ 3,325</u>	<u>\$ (7,925)</u>
MIDLAND HOUSING FUND		
Sources of revenue	\$ 215,200	\$ 272,403
Uses of revenue	<u>388,100</u>	<u>277,803</u>
Change in fund balance	<u>\$ (172,900)</u>	<u>\$ (5,400)</u>
DIAL-A-RIDE FUND		
Sources of revenue	\$ 2,285,963	\$ 2,240,919
Uses of revenue	<u>2,285,963</u>	<u>2,240,919</u>
Change in fund balance	<u>\$ -</u>	<u>\$ -</u>
MIDLAND COMMUNITY TELEVISION FUND		
Sources of revenue	\$ 782,150	\$ 784,590
Uses of revenue	<u>839,230</u>	<u>830,415</u>
Change in fund balance	<u>\$ (57,080)</u>	<u>\$ (45,825)</u>
DOWNTOWN DEVELOPMENT AUTHORITY FUND		
Sources of revenue	\$ 574,849	\$ 579,690
Uses of revenue	<u>1,307,950</u>	<u>1,331,708</u>
Change in fund balance	<u>\$ (733,101)</u>	<u>\$ (752,018)</u>
DEBT SERVICE FUND		
Sources of revenue	\$ 2,456,355	\$ 2,450,437
Uses of revenue	<u>2,456,134</u>	<u>2,456,134</u>
Change in fund balance	<u>\$ 221</u>	<u>\$ (5,697)</u>
CIVIC ARENA FUND		
Sources of revenue	\$ 1,481,590	\$ 1,436,366
Uses of revenue	<u>1,578,519</u>	<u>1,316,619</u>
Change in working capital	<u>\$ (96,929)</u>	<u>\$ 119,747</u>
LANDFILL FUND		
Sources of revenue	\$ 3,479,511	\$ 4,362,171
Uses of revenue	<u>5,243,687</u>	<u>5,267,053</u>
Change in working capital	<u>\$ (1,764,176)</u>	<u>\$ (904,882)</u>

	<u>Current</u>	<u>Proposed</u>
WASHINGTON WOODS FUND		
Sources of revenue	\$ 2,957,215	\$ 1,547,837
Uses of revenue	<u>4,657,145</u>	<u>4,549,250</u>
<i>Change in working capital</i>	<u>\$ (1,699,930)</u>	<u>\$ (3,001,413)</u>
RIVERSIDE PLACE FUND		
Sources of revenue	\$ 2,034,611	\$ 2,070,266
Uses of revenue	<u>2,077,038</u>	<u>2,036,137</u>
<i>Change in working capital</i>	<u>\$ (42,427)</u>	<u>\$ 34,129</u>
CURRIE MUNICIPAL GOLF COURSE FUND		
Sources of revenue	\$ 1,731,093	\$ 1,701,335
Uses of revenue	<u>1,301,345</u>	<u>1,321,887</u>
<i>Change in working capital</i>	<u>\$ 429,748</u>	<u>\$ 379,448</u>
PARKING FUND		
Sources of revenue	\$ 165,464	\$ 174,615
Uses of revenue	<u>187,878</u>	<u>184,052</u>
<i>Change in working capital</i>	<u>\$ (22,414)</u>	<u>\$ (9,437)</u>
WASTEWATER FUND		
Sources of revenue	\$ 7,267,351	\$ 7,382,802
Uses of revenue	<u>8,125,561</u>	<u>7,917,495</u>
<i>Change in working capital</i>	<u>\$ (858,210)</u>	<u>\$ (534,693)</u>
WATER FUND		
Sources of revenue	\$ 11,683,932	\$ 12,513,619
Uses of revenue	<u>16,226,439</u>	<u>15,927,652</u>
<i>Change in working capital</i>	<u>\$ (4,542,507)</u>	<u>\$ (3,414,033)</u>
STORES REVOLVING FUND		
Sources of revenue	\$ 942,175	\$ 543,040
Uses of revenue	<u>920,697</u>	<u>556,214</u>
<i>Change in working capital</i>	<u>\$ 21,478</u>	<u>\$ (13,174)</u>
INFORMATION SERVICES FUND		
Sources of revenue	\$ 1,091,502	\$ 1,093,652
Uses of revenue	<u>1,359,938</u>	<u>1,350,069</u>
<i>Change in working capital</i>	<u>\$ (268,436)</u>	<u>\$ (256,417)</u>
EQUIPMENT REVOLVING FUND		
Sources of revenue	\$ 4,558,788	\$ 4,840,309
Uses of revenue	<u>5,946,475</u>	<u>5,917,518</u>
<i>Change in working capital</i>	<u>\$ (1,387,687)</u>	<u>\$ (1,077,209)</u>

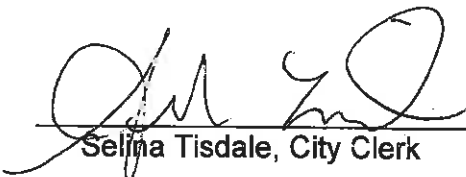
	<u>Current</u>	<u>Proposed</u>
MUNICIPAL SERVICE CENTER FUND		
Sources of revenue	\$ 385,757	\$ 387,157
Uses of revenue	368,048	356,469
<i>Change in working capital</i>	<u>\$ 17,709</u>	<u>\$ 30,688</u>
MUNICIPAL SERVICE ANNEX FUND		
Sources of revenue	\$ 82,961	\$ 83,136
Uses of revenue	61,825	61,632
<i>Change in working capital</i>	<u>\$ 21,136</u>	<u>\$ 21,504</u>
RENEWABLE ENERGY SERVICES FUND		
Sources of revenue	\$ 1,093,160	\$ 1,043,865
Uses of revenue	1,243,056	1,240,558
<i>Change in working capital</i>	<u>\$ (149,896)</u>	<u>\$ (196,693)</u>
PROPERTY AND LIABILITY INSURANCE FUND		
Sources of revenue	\$ 612,759	\$ 619,056
Uses of revenue	754,000	754,024
<i>Change in working capital</i>	<u>\$ (141,241)</u>	<u>\$ (134,968)</u>
HEALTH INSURANCE FUND		
Sources of revenue	\$ 10,110,288	\$ 9,991,189
Uses of revenue	10,625,041	10,069,974
<i>Change in working capital</i>	<u>\$ (514,753)</u>	<u>\$ (78,785)</u>
SPECIAL ASSESSMENT REVOLVING FUND		
Sources of revenue	\$ 14,000	\$ 24,403
Uses of revenue	14,000	28,388
<i>Change in working capital</i>	<u>\$ -</u>	<u>\$ (3,985)</u>

YEAS: Adams, Arnosky, Brown Wilhelm, Donker, Wazbinski

NAYS: None

ABSENT: None

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a 5/0 yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, April 10, 2017.


Selina Tisdale, City Clerk

Backup material for agenda item:

6. * Authorizing David Keenan as one of two officers for check signing for the City of Midland, replacing Jon Lynch effective May 1, 2017. STRAYER

SUMMARY REPORT TO CITY MANAGER
For City Council Meeting of April 24, 2017

SUBJECT: Update check signing officers

INITIATED BY: Dana C Strayer, City Treasurer

RESOLUTION SUMMARY: This resolution appoints David A. Keenan, Interim City Manager, effective May 1, 2017, as one of the two officers required by the City Charter for check signing for the City of Midland.

ITEMS ATTACHED:

1. Letter of Transmittal to City Manager
2. Resolution

COUNCIL ACTION:

3/5 vote required to approve resolution

Dana C Strayer

City Treasurer



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

April 19, 2017

Jon Lynch, City Manager
City of Midland

Dear Jon:

The City of Midland currently issues accounts payable and payroll checks, drawn against Chemical Bank, with you as one of the two check signers for the City of Midland. With your departure on April 30, 2017, it is necessary to update the City's check signers.

Section 11.9 of the City Charter provides that all checks drawn from the treasury shall be signed by two officers of the City to be registered by resolution of the City Council. Historically, the check signers have been the City Manager and the City Treasurer.

As David A. Keenan will be Interim City Manager effective May 1, 2017, it is appropriate that he replace you as one of the two officers acting as check signers for the City of Midland. This change would be effective, May 1, 2017.

The resolution included with this communication is intended to satisfy the City Charter requirement that the two officers who are signing checks are registered by resolution of the Council. It is also intended to satisfy the bank's requirement that check signers be approved.

Sincerely,

Dana C Strayer
City Treasurer



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

BY COUNCILMAN

WHEREAS, Chemical Bank & Trust Company has been designated as a depository for the City of Midland, a Municipal Corporation; and

WHEREAS, Section 11.9 of the City Charter provides that all checks drawn from the treasury shall be signed by two officers of the City to be registered by resolution of the City Council; and

WHEREAS, on February 20, 2017, David A. Keenan was appointed as the Interim City Manager, effective May 1, 2017; and

WHEREAS, Chemical Bank & Trust Company requires approval of persons authorized to initiate and receive fund transfers payable from or to the accounts of the City of Midland; now therefore

RESOLVED, that effective May 1, 2017, all checks drawn against the City treasury shall be signed by David A. Keenan, Interim City Manager, and Dana C Strayer, Midland City Treasurer; and

RESOLVED FURTHER, that such authorization in the preceding paragraph shall remain in effect until changed by Council resolution; and

RESOLVED FURTHER, that the City Clerk shall file, with said bank, a certified copy of this resolution.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all of the Councilmen present at a regular meeting of the City Council held Monday, April 24, 2017.

Selina Tisdale, City Clerk

Backup material for agenda item:

7. * Approving Site Plan No. 356 - Forestview Crossings - for site plan review and approval for the construction of a 34 unit residential site condominium located at 9203 Eastman Avenue. KAYE

**SUMMARY REPORT TO CITY MANAGER
for City Council Meeting of 4-24-17**

SUBJECT: Site Plan No. 356 – Forestview Crossings

APPLICANT: Richard L. Fosgitt on behalf of Earl D. Bennett Construction, Inc.

PLANNING COMMISSION PUBLIC HEARING: April 11, 2017

PLANNING COMMISSION ACTION: Recommendation of approval.

SUMMARY: THIS RESOLUTION WILL APPROVE A PETITION FROM RICHARD L. FOSGITT ON BEHALF OF EARL D. BENNETT CONSTRUCTION, INC. FOR SITE PLAN REVIEW AND APPROVAL FOR THE CONSTRUCTION OF A 34 UNIT RESIDENTIAL SITE CONDOMINIUM LOCATED AT 9203 EASTMAN AVENUE.

ITEMS ATTACHED:

1. Letter to City Manager setting forth Planning Commission action.
2. Resolution for City Council action.
3. Staff Report to the Planning Commission dated April 4, 2017.
4. Planning Commission minutes of April 11, 2017. (public hearing)
5. Location map.
6. Site Plan.

CITY COUNCIL ACTION:

1. Public hearing is not required.
2. 3/5 vote required to approve resolution.



C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

CBK/djm

4-19-17



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

April 19, 2017

Jon Lynch, City Manager
City of Midland
Midland, Michigan

Dear Mr. Lynch:

At its meeting on Tuesday, April 11, 2017, the Planning Commission held a public hearing and considered Site Plan No. 356, the request of Richard L. Fosgitt on behalf of Earl D. Bennett Construction, Inc. for site plan review and approval for the construction of a 34 unit residential site condominium, located at 9203 Eastman Avenue.

Site Plan No. 356 was recommended for approval by City Planning Staff for reasons outlined in the staff report attached hereto. After public hearing and deliberation on the request, it was moved and seconded that the Planning Commission recommend to City Council approval of Site Plan No. 356 contingent upon:

1. A sidewalk must be installed along the Monroe Road frontage of units 28 and 31-34.
2. A final stormwater permit must be approved by the City Engineering Department.
3. A final soil erosion and sedimentation control permit must be approved by the City Building Department.
4. Final engineering drawings and public sanitary sewer and water utility easements to the satisfaction of the City Engineering Department must be submitted.
5. Final approval by the City Utility Department for connection to the Larkin township water main.
6. Final approval of an infrastructure agreement between the City and developer to provide for the extension of the public sanitary sewer utility.
7. Final permit approval from the Midland County Road Commission for street connections to Monroe Road and Eastman Avenue.
8. Final permit approval from the Midland County Drain Commission for stormwater discharge into the Dempski Drain.
9. Final permit approval from the Michigan Department of Environmental Quality for crossing of the Dempski Drain.
10. Final approval and execution of a development agreement to the satisfaction of the City Attorney's Office, Engineering and Planning Departments.

Vote on the motion:

YEAS: Bain, Heying, Koehlinger, Mayville, McLaughlin, Pnacek, Stamas and Tanzini
NAYS: None
ABSENT: Hanna

Motion approved by a vote of 8 to 0.

Public comments from two neighboring property owners were received during the public hearing on this request. Questions pertaining to recreational space, water service, drainage and wetlands were asked and answered by staff during the public hearing.

Respectfully,

A handwritten signature in blue ink that reads "C. Bradley Kaye". The signature is written in a cursive, flowing style.

C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

LETTER OF TRANSMITTAL – Site Plan #356



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

BY COUNCILMAN

WHEREAS, the City Council has received the recommendation of the City Planning Commission for approval of Site Plan No. 356, the request of Richard L. Fosgitt on behalf of Earl D. Bennett Construction, Inc. for site plan review and approval for the construction of Forestview Crossings, a 34 unit residential site condominium, located at 9203 Eastman Avenue; and

WHEREAS, the City Council has reviewed the proposed Site Plan No. 356 in accord with the provisions set forth in Sections 27.02(A) and 27.06(A) of the Zoning Ordinance of the City of Midland; now therefore

RESOLVED, that the City Council does hereby approve Site Plan No. 356, contingent upon the following:

1. A sidewalk must be installed along the Monroe Road frontage of units 28 and 31-34.
2. A final stormwater permit must be approved by the City Engineering Department.
3. A final soil erosion and sedimentation control permit must be approved by the City Building Department.
4. Final engineering drawings and public sanitary sewer and water utility easements to the satisfaction of the City Engineering Department must be submitted.
5. Final approval by the City Utility Department for connection to the Larkin township water main.
6. Final approval of an infrastructure agreement between the City and developer to provide for the extension of the public sanitary sewer utility.
7. Final permit approval from the Midland County Road Commission for street connections to Monroe Road and Eastman Avenue.
8. Final permit approval from the Midland County Drain Commission for stormwater discharge into the Dempski Drain.
9. Final permit approval from the Michigan Department of Environmental Quality for crossing of the Dempski Drain.
10. Final approval and execution of a development agreement to the satisfaction of the City Attorney's Office, Engineering and Planning Departments.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, April 24, 2017.

Selina Tisdale, City Clerk

Site Plan No. 356



Site Plan SP #356

Date: April 4, 2017

STAFF REPORT TO THE PLANNING COMMISSION

SUBJECT: Forestview Crossings

APPLICANT: Richard L Fosgitt on behalf of Earl D. Bennett Construction, Inc.

LOCATION: 9203 Eastman Avenue

ZONING: (RB) Multiple-Family Residential

ADJACENT ZONE: North: Commercial B (Larkin Township)
East: Residential A and Commercial A (both Larkin Township)
South: COM Community & Commercial B (Larkin Township)
West: RB Multiple Family Residential

ADJACENT DEV: North: Residential and office/self-storage/community club
East: Mixed commercial/industrial
South: Single family residential & City Forest Park
West: City Forest Park and vacant

REPORT

Site Plan No. 356, initiated by Earl D. Bennett Construction, is for a 34 unit residential site condominium. The proposal includes two new public roads transecting the site, with sidewalks, common stormwater management areas, and public utilities. The 34 residential units are sized to allow for primarily two-family residential units (or duplexes) in the future, although the units are large enough to theoretically accommodate 3-6 units. Staff has reviewed the proposal in light of the variety of potential unit concentration. However, it must be noted that if the site condominium is approved, any future 3-6 unit development proposal within the site will be required to go through its own site plan review and approval process ahead of building permit issuance; any two-family residential units will follow only the building permitting process, in line with the City ordinance requirements.

The site is proposed to be developed in two phases with seventeen (17) units part of the first phase and seventeen (17) units part of the second phase. The applicant is requesting approval of both phases of the development at this time.

The site condominium is a form of development that closely resembles the more traditional form of land subdivision known as a "subdivision" or a "plat". Although both types of development have the same basic characteristics, site condominiums are an alternate form of development and may not be as familiar to homebuyers and neighbors as the more customary plats. They

are, simply put, two different statutory methods of reaching essentially the same practical and legal result of dividing real estate into separate residential building sites. An important concept related to any type of condominium development is that condominiums are a form of OWNERSHIP, not a type of physical development.

The subject property was zoned RB Multiple-Family Residential, changing from Larkin Township zoning in 2015. Two-family residential dwelling units are a permitted use by right within the RB zoning district. Site plan review and approval under Section 27.02(A) of the Zoning Ordinance is required for this proposed site condominium. Section 27.06(A) of the Zoning Ordinance states that: "The following criteria shall be used as a basis upon which site plans will be reviewed and approved:"

BASIS FOR ACTION

1. Adequacy of Information

The site plan shall include all required information in sufficiently complete and understandable form to provide an accurate description of the proposed uses and structures.

The site plan contains most of the information required for site plan approval but is in need of the following:

- A sidewalk along the Monroe Road frontage of units 31 – 34.

Additionally, final approval of the following items for the development is also needed:

- A final stormwater permit from the City Engineering Department.
- A final soil erosion and sedimentation control permit from the City Building Department.
- Final engineering drawings and public sanitary sewer and water utility easements to the satisfaction of the City Engineering Department.
- Final approval by the City Utility Department for connection to the Larkin Township water main.
- Final approval of an infrastructure agreement between the City and developer to provide for the extension of the public sanitary sewer utility.
- Final permit approval from the Midland County Road Commission for street connections to Monroe Road and Eastman Avenue.
- Final permit approval from the Midland County Drain Commission for stormwater discharge into the Dempski Drain.
- Final permit approval from the Michigan Department of Environmental Quality for crossing of the Dempski Drain.
- Final approval and execution of a development agreement to the satisfaction of the City Attorney's Office, Engineering and Planning Departments.

2. Site Design Characteristics

All elements of the site design shall be harmoniously and efficiently organized in relation to topography, the size and type of parcel, the character of adjoining property, and the type and size of buildings. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted by this Ordinance.

The subject site is modestly flat and primarily divided into two separate areas by the Dempski Drain. On the east and north side of the drain, the site is currently used for agricultural purposes. On the west side of the drain, the site contains a mix of forested

land and shrubby bushes and tall grasses. The applicant is proposing a single crossing of the drain to minimize impact and cost. Phase One is located on the east and north sides of the site; whereas, Phase Two is proposed for the west side of the drain. The stormwater management plans of the development seek to utilize the natural grading of the site and the proximity of the Dempsey Drain.

Residential units like the ones proposed in this site condominium are unique to this particular corner of the intersection of Monroe Road and Eastman Avenue. The subject property has been planned and zoned for multiple-family, medium density residential purposes. As such, the proposed site condominium can be considered logical to accomplish the type of residential development that has been envisioned. The resulting residential density of the site as proposed, could be as low as 2.88 residential units per acre assuming each of the 34 units are developed with a single duplex. If any of the larger sized units that allow for 3-6 units were developed as such, density would increase nominally from there. Potential density of this nature is not much more than the large-lot, single-family residential developments that exist to the northwest of the site, around the intersection of Monroe Road and N. Sturgeon Road within Larkin Township.

Within the site plan, design consideration is given to accommodate a future use on the 9301 Eastman Avenue property and a future use along the Eastman Avenue frontage. While the conditional use permit approval has expired, an adult foster care facility is anticipated for the 9301 site. Staff is of the understanding that a resubmittal of the facility's plans will take place in the near future. Location of the proposed Clear Spring Circle public street is ideal to allow for shared vehicle access to these two abutting sites, alleviating the need for any additional curb cuts onto this portion of Eastman Avenue.

3. **Appearance**

Landscaping, earth berms, fencing, signs, walls and other similar site features shall be designed and located on the site so that the proposed development is aesthetically pleasing and harmonious with nearby existing or future developments.

The proposed development places residential development into an area that is currently used for agricultural purposes or consists of naturally vegetated areas. The applicant has verbally indicated that any mature trees that do not interfere with the construction of any residential units will be retained on the site. This type of preservation only applies to the second phase of the development where existing woods are located.

4. **Compliance with District Regulations**

The site plan shall comply with the district requirements for height of building, lot size, lot coverage, density, and all other requirements set forth in the Schedule of Regulations (Article 26.00) unless otherwise provided in this Ordinance.

The project meets all setbacks, lot area, height and other dimensional requirements for the proposed use in the (RB) Multiple-Family Residential zoning district. The site condominium is proposing 34 residential units that are all compliantly sized to accommodate a two-unit dwelling. Some units are sized large enough to accommodate 3-6 dwelling units but, as previously mentioned, any proposal of that size would require its own separate site plan review process.

5. **Preservation and Visibility of Natural Features**

Natural features shall be preserved as much as possible, by minimizing tree and soil removal alteration to the natural drainage course and the amount of cutting, filling, and grading.

The proposal is utilizing the natural drainage course of the site and minimizes the amount of cutting and filling required. Other than the street crossing of the Dempsey Drain, no modification of this County drain is proposed.

The applicant has indicated that as many mature trees as possible will be retained along the southwest portion of the site as long as they do not interfere with the building footprint of a residential structure or the street and utility construction.

New landscaping provisions have not been and are not required to be in the proposal. Landscaping is not required by ordinance for two-family residential units. With any future 3-6 unit developments, landscaping provisions will be addressed during its own individual and separate site plan review.

6. **Privacy**

The site design shall provide reasonable visual and sound privacy. Fences, walls, barriers, and landscaping shall be used, as appropriate if permitted, for the protection and enhancement of property and the safety and privacy of occupants and uses.

The site development is located within an existing agricultural field. Due to the orientation of the proposed units, privacy screening provisions are not required.

7. **Emergency Vehicle Access**

All buildings or groups of buildings shall be so arranged as to permit convenient and direct emergency vehicle access.

The Fire Department has reviewed the proposed site plan for adequate emergency vehicle access to each of the proposed dwellings and is satisfied with the plan as proposed. Adequate access will exist throughout the proposed development. Proper fire hydrant coverage is proposed. Emergency vehicle access will not be negatively impacted by the phases of the development as two means of ingress/egress will be established during the first phase.

8. **Ingress and Egress**

Every structure or dwelling unit shall be provided with adequate means of ingress and egress via public or private streets and pedestrian walkways.

Adequate vehicular site access is proposed via Grand Forest Lane and Clear Springs Circle. Both streets are proposed to be public streets and are designed to meet City construction standards. Phasing of the development will not impact the two means of ingress/egress provided to the development via Grand Forest Lane and Clear Springs Circle.

9. **Pedestrian Circulation**

Each site plan shall provide a pedestrian circulation system, which is insulated as completely as is reasonably possible from the vehicular circulation system.

New sidewalks are proposed along both sides of the proposed two new public streets, in compliance with City ordinance requirements. However, sidewalks are not included on the

site plan along the Monroe Road frontage for units 31-34. A sidewalk should be included in front of these units in order to provide pedestrian access to the balance of the site from these residences.

10. Vehicular and Pedestrian Circulation Layout

The layout of vehicular and pedestrian circulation systems shall respect the pattern of existing or planned streets or pedestrian or bicycle pathways in the vicinity of the site. The width of streets and drives shall be appropriate for the volume of traffic they will carry in accordance with subsection 3.10. In order to insure public safety and promote efficient traffic flow and turning movements, the applicant may be required to limit street access points or construct a secondary access road.

Short of the need for the sidewalk extension along the frontage of Monroe Road, the vehicle and pedestrian circulation layout is seen as adequate for the development. Two means of vehicle access have been provided to allow connection to both Eastman Road and Monroe Road. Streets and sidewalks have been appropriately sized to accommodate the anticipated volume of usage.

The single access from Eastman Road for Clear Spring Circle will provide a means of shared vehicle access to the immediate abutting properties for future development. This will largely alleviate the need for additional curb cuts onto this portion of Eastman Road. The connection of Grand Forest Lane to Monroe Road will provide a single street access for the property from the north.

11. Parking.

The proposed development shall provide adequate off-street parking in accordance with the requirements in Article 5.00 of this ordinance.

The City Zoning Ordinance requires residential dwellings to provide parking on their own individual units. At this time, the applicant has provided adequate information to consider this standard complete. For two-unit dwellings, compliance will be determined during building permit review. For dwellings containing 3-6 units, compliance with this standard will be determined during the additional, individual and separate site plan review.

12. Drainage

The project must comply with the City's Stormwater Ordinance.

The City Engineering Department has reviewed the proposal and indicated that the calculations presented are sufficient to meet the City's stormwater management ordinance. The final stormwater permit must still be signed off by the City Engineering Department, something that it typically completed at the final engineering design and permitting stage.

13. Soil Erosion and Sedimentation

The proposed development shall include measures to prevent soil erosion and sedimentation during and upon completion of construction, in accordance with current State, County, and City standards.

Soil erosion and sedimentation control details must be submitted for review and approval. The City Building Department will give final approval on this permit, which is typically addressed at the final permitting stage.

14. **Exterior Lighting**

Exterior lighting shall be designed so that it is deflected away from adjoining properties and so that it does not impede vision of drivers along adjacent streets and comply with the provisions in Section 3.12.

Exterior lighting will include street lights, common to what is found in other residential neighborhoods. Satisfactory installation of these public lights will be ensured through the development agreement recommended as a contingency to the approval of this application.

15. **Public Services**

Adequate services and utilities, including water, sewage disposal, sanitary sewer, and storm water control services, shall be available or provided, and shall be designed with sufficient capacity and durability to properly serve the development. All streets and roads, water, sewer, and drainage systems, and similar facilities shall conform to the design and construction standards of the City.

As previously discussed, a final stormwater management permit must be approved by the City Engineering Department. This is typically addressed at final permitting stage.

Extension of the public sanitary sewer along Eastman Road is needed for this development. The developer and property owner have been in conversations with the City Utility and Engineering Departments regarding the infrastructure agreement to share in the costs of the extension. Final details of that agreement are currently being negotiated.

As usual with developments of this nature, public utility easements for the water and sanitary sewer mains will be needed after construction. This item is dealt with during the final construction phase and is handled administratively by the City Utility Department, Engineering Department, and City Attorney.

16. **Screening**

Off-street parking, loading and unloading areas, outside refuse storage areas, and other storage areas shall be screened by walls or landscaping of adequate height and shall comply with Articles 6.00 and 7.00 of this Ordinance. All roof-top mechanical equipment shall be screened from view from all residential districts and public roadways.

The type of proposal does not require specific screening measures; therefore, none have been proposed.

17. **Health and Safety Concerns**

Any use in any zoning district shall comply with all applicable public health, pollution, and safety laws and regulations.

No health and safety concerns have been identified.

18. **Sequence of Development**

All development phases shall be designed in logical sequence to insure that each phase will independently function in a safe, convenient and efficient manner without being dependent upon subsequent improvements in a later phase or on other sites.

The applicant has indicated that they intend to develop the site in two (2) phases, as noted on the site plan. The phasing proposed seems logical and does not require specific provisions to accommodate City public service access or emergency access.

19. Coordination with Adjacent Sites

All site features; including circulation, parking, building orientation, landscaping, lighting, utilities, common facilities, and open space shall be coordinated with adjacent properties.

The proposal is contained on a single site. Coordination of the street connections will be accomplished through the Midland County Road Commission permitting process. Coordination of the utility connections will be facilitated through the City construction permitting process.

20. Signs.

All proposed signs shall be in compliance with the regulations in Article 8.00 of this Ordinance

Signage has not been proposed as part of the site plan application. Any future signage will be permitted through the City Building Department in accordance with Article 8.00 of the zoning ordinance.

CONTINGENCY ITEMS

Based on consideration of the site plan thus far, staff is of the opinion that the proposed site plan is adequately designed and that any outstanding items are minor enough in magnitude that can be resolved by staff. That said, approval of the site plan should be considered subject to the following contingencies to ensure completion of the outstanding items:

1. A sidewalk must be installed along the Monroe Road frontage of units 31 – 34.
2. A final stormwater permit must be approved by the City Engineering Department.
3. A final soil erosion and sedimentation control permit must be approved by the City Building Department.
4. Final engineering drawings and public sanitary sewer and water utility easements to the satisfaction of the City Engineering Department must be submitted.
5. Final approval by the City Utility Department for connection to the Larkin Township water main.
6. Final approval of an infrastructure agreement between the City and developer to provide for the extension of the public sanitary sewer utility.
7. Final permit approval from the Midland County Road Commission for street connections to Monroe Road and Eastman Avenue.
8. Final permit approval from the Midland County Drain Commission for stormwater discharge into the Dempsey Drain.
9. Final permit approval from the Michigan Department of Environmental Quality for crossing of the Dempsey Drain.
10. Final approval and execution of a development agreement to the satisfaction of the City Attorney's Office, Engineering and Planning Departments.

PLANNING COMMISSION ACTION

Staff currently anticipates that the Planning Commission will hold a public hearing on this request during its regular meeting on April 11, 2017 and will formulate a recommendation to City Council thereafter. If recommended to City Council the same evening, we anticipate that on April 24, 2017 the City Council will consider the site plan and Planning Commission recommendation. Please note that these dates are merely preliminary and may be adjusted due to Planning Commission action and City Council agenda scheduling.

Respectfully Submitted,

A handwritten signature in purple ink that reads "C. Bradley Kaye". The signature is written in a cursive, flowing style.

C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

/grm

**MINUTES OF THE MEETING OF THE
MIDLAND CITY PLANNING COMMISSION
WHICH TOOK PLACE ON
TUESDAY, APRIL 11, 2017, 7:00 P.M.,
COUNCIL CHAMBERS, CITY HALL, MIDLAND, MICHIGAN**

1. The meeting was called to order at 7:00 p.m. by Chairman McLaughlin
2. The Pledge of Allegiance was recited in unison by the members of the Commission and the other individuals present.

3. **Roll Call**

PRESENT: Bain, Heying, Koehlinger, Mayville, McLaughlin, Pnacek, Stamas and Tanzini

ABSENT: Hanna

OTHERS PRESENT: Brad Kaye, Assistant City Manager for Development Services; Grant Murschel, Community Development Planner; and ten (10) others.

4. **Approval of Minutes**

Moved by Mayville and seconded by Koehlinger to approve the minutes of the regular meeting of March 28, 2017. Motion passed unanimously.

5. **Public Hearing**

- a. **Site Plan No. 356** – initiated by Richard L. Fosgitt, PE on behalf of Earl D. Bennett Construction, Inc. for site plan review and approval for the construction of Forestview Crossings, a 34 unit, residential site condominium project, located at 9203 Eastman Avenue.

Kaye gave the staff presentation and highlighted the subject location and current zoning. He reviewed the phases of the development and the details of the site plan proposal. The proposal meets the district requirements of the RB zoning district. Further site plan review will be necessary on units where more than two resident units will be proposed. The Midland County Road Commission has submitted a letter outlining the permitting process that will be required in order to approve the access points onto Monroe Road and Eastman Avenue. Kaye also reviewed the contents within the condominium Master Deed and Bylaws.

Koehlinger inquired about the location of the Midland Urban Growth Boundary (MUGA) in this location. The boundary is essentially Monroe Road on the west side of Eastman Avenue.

Mayville wondered if the development of more than two residential units would be permitted. It would be by right but it must meet the City's site plan review standards.

Richard Fosgitt, agent for the applicant and resident of Midland, spoke as the agent for the applicant. He indicated that site condominiums provide a more formal structure for an association to care for the maintenance of the common areas. The applicant indicated that only duplexes (two unit residential units) would be permitted on the lots, as part of the deed restrictions.

Lawrence Bartos, of 2450 N Eastman Road, indicated that he had no objections. He wanted to clarify whether or not there will be recreation areas within the development and also whether or not a pump station would service the development. He also wondered if he could connect to City water but not annex into the City.

Kaye responded that residents will have access to City Forest but there are no specific recreational areas proposed by the applicant. A pump station is proposed to provide sanitary sewer to the site.

Rebecca and Tom Bentley, 2371 N Eastman Road, asked for additional information on the proposal regarding the Dempski Drain and potential wetlands on the site. They are concerned about the amount of vehicle traffic that the new development will cause. They noted the verbal agreement to preserve trees on the site but wondered if it is possible for the agreement to be written. They are also curious to know if they will have the availability to connect to future City utilities.

Fosgitt indicated that wetlands would not be disturbed and that careful consideration would be given when crossing the drain, in line with the permits of the County Drain Commission and MDEQ. Tree preservation will be up to the future owners of each unit, and that he thinks it will be in their best interest to retain as many trees as possible.

The public hearing was closed.

A motion was made by Pnacek to waive the procedural requirements to permit consideration of the proposed application. The motion was seconded by Stamas. The motion was approved unanimously.

McLaughlin wondered about potential impacts to water pressure. Kaye indicated that he understands that negative impacts would not be likely and have not come up during review by the City Engineer and the City Utility Department. Screening is not required for one and two unit residential units as it is only required with developments of more than two residential units.

Koehlinger commented that he was originally concerned with access onto the existing road network but is glad to see a single access street onto Eastman Avenue and Monroe Road. Stamas wondered about coordination of street connections with the Midland County Road Commission.

It was moved by Heying and supported by Tanzini to recommend approval of Site Plan No. 356 initiated by Richard L. Fosgitt, PE on behalf of Earl D. Bennett Construction, Inc. for the construction of Forestview Crossings, a 34 unit, residential site condominium project, located at 9203 Eastman Avenue with the following contingencies:

1. A sidewalk must be installed along the Monroe road frontage of units 28 and 31-34.
2. A final stormwater permit must be approved by the City Engineering Department.
3. A final soil erosion and sedimentation control permit must be approved by the City Building Department.
4. Final engineering drawings and public sanitary sewer and water utility easements to the satisfaction of the City Engineering Department must be submitted.
5. Final approval by the City Utility Department for connection to the Larkin township water main.
6. Final approval of an infrastructure agreement between the City and developer to provide for the extension of the public sanitary sewer utility.
7. Final permit approval from the Midland County Road Commission for street connections to Monroe Road and Eastman Avenue.
8. Final permit approval from the Midland County Drain Commission for stormwater discharge into the Dempski Drain.
9. Final permit approval from the Michigan Department of Environmental Quality for crossing of the Dempski Drain.
10. Final approval and execution of a development agreement to the satisfaction of the City Attorney's Office, Engineering and Planning Departments.

YEAS: Bain, Heying, Koehlinger, Mayville, McLaughlin, Pnacek, Stamas and Tanzini
 NAYS: None
 ABSENT: Hanna

- b. **Zoning Petition No. 611** – initiated by David Helgerson to rezone the property located at 510 Bayliss Street and a portion of 2710 Jefferson Avenue from Community Commercial zoning to Regional Commercial zoning.

Murschel provided the staff overview and presentation of the petition, clarifying the extent of the zoning petition. A portion of the 2710 Jefferson Avenue parcel is proposed to remain CC Community Commercial. He reviewed the criteria for rezoning requests. The Master Plan designates the subject area for Commercial purposes.

Bain commented that new development in this portion of the city would be good for the neighborhood.

David Helgerson, of 2105 Springwood, spoke as the applicant. He agreed that new development of this site would be good for this part of the city. Split zoning of the 2710 Jefferson Avenue property will keep a lesser zoning on the portion of the site that fronts Jefferson Avenue.

No comments in support or opposition of the petition were received.

The public hearing was closed.

A motion was made by Heying to waive the procedural requirements to permit consideration of the proposed application. The motion was seconded by Pnacek. The motion was approved unanimously.

Heying indicated that the buffer between commercial and residential has already been established along the south. He further indicated that development would be good in this location and if the zoning change gets a developer closer to something it would be ideal. Bain commented that this neighborhood has been very stable and that additional development would be good for the neighborhood.

McLaughlin indicated that retaining Community Commercial will act as a small buffer on the block.

It was moved by Heying and supported by Stamas to recommend approval of Zoning Petition No. 611 initiated by David Helgerson to rezone the property located at 510 Bayliss Street and a portion of 2710 Jefferson Avenue from Community Commercial zoning to Regional Commercial zoning.

YEAS: Bain, Heying, Koehlinger, Mayville, McLaughlin, Pnacek, Stamas and Tanzini
 NAYS: None
 ABSENT: Hanna

6. **Old Business**

None

7. **Public Comments (unrelated to items on the agenda)**

None

8. New Business**a. Capital Improvement Plan**

Kaye provided a quick overview of the plan. A public hearing is scheduled for Tuesday, April 25, 2017.

9. Communications

None

10. Report of the Chairperson

McLaughlin expressed his appreciation for the staff report and analysis of the two proposals tonight, particularly the site condominium that was presented.

11. Report of the Planning Director

Kaye provided an update on the actions during the City Council meeting on Monday, April 10, 2017. Also, due to good weather, a handful of road construction projects have already begun across the city.

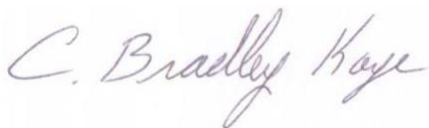
12. Items for Next Agenda – April 25, 2017

a. Zoning Text Amendment No. 159 - initiated by the City of Midland, to amend Table 26.01 and Section 26.02 Footnotes to the Schedule of Regulations in the Zoning Ordinance being the Schedule of Regulations LCMR minimum setback requirements.

b. Capital Improvement Plan**13. Adjourn**

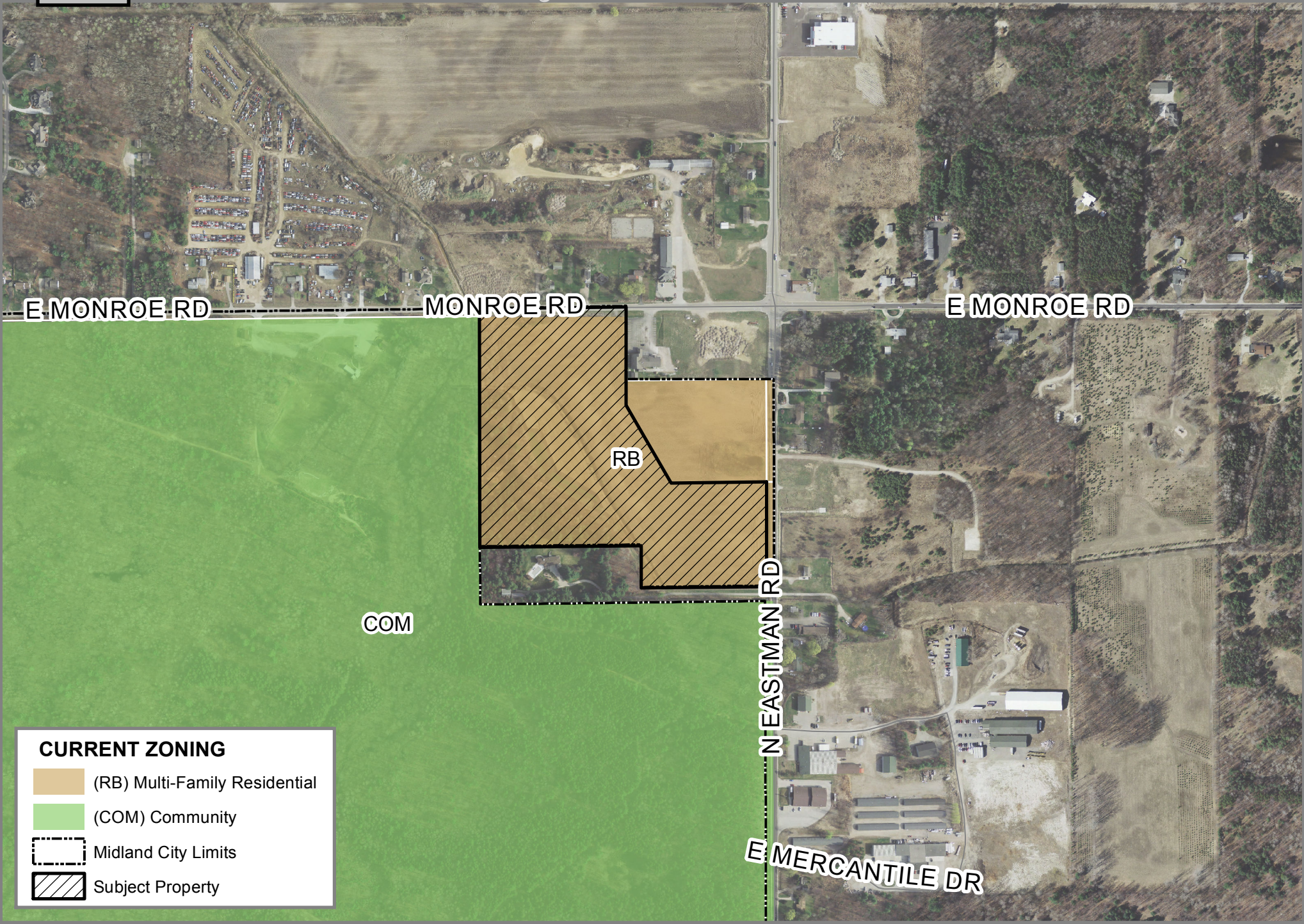
It was motioned by Heying and seconded by Koelingher to adjourn at 8:41 p.m. Motion passed unanimously.

Respectfully submitted,



C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

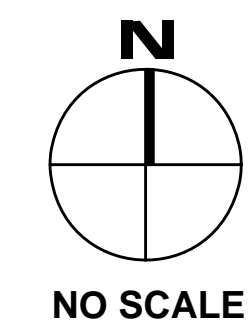
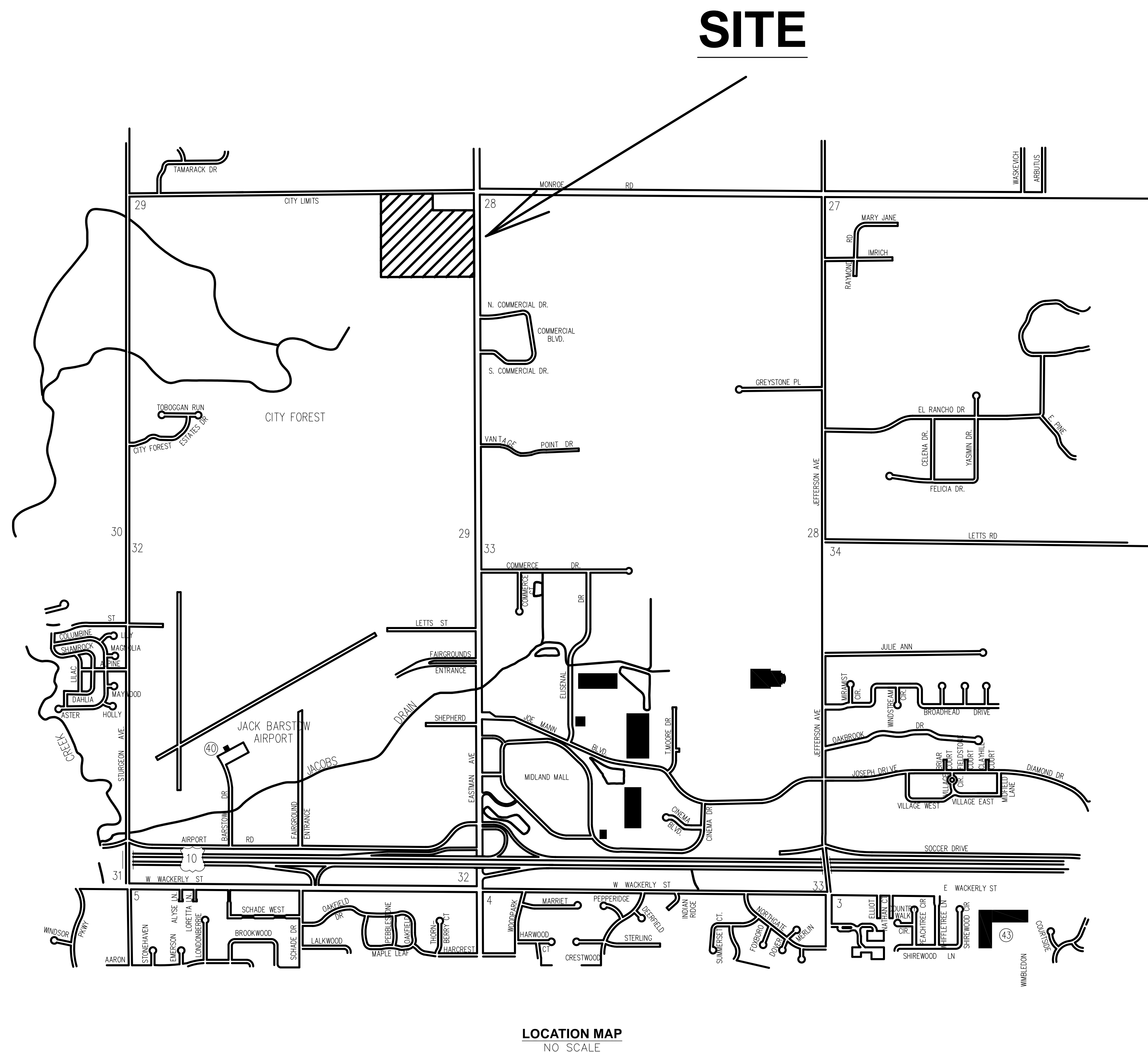
MINUTES ARE NOT FINAL UNTIL APPROVED BY THE PLANNING COMMISSION



CONSTRUCTION PLANS FOR:
FORESTVIEW CROSSINGS SITE CONDOMINIUM
EASTMAN AVENUE AT MONROE ROAD
CITY OF MIDLAND
MIDLAND COUNTY, MI

TABLE OF CONTENTS:

1. TITLE PAGE
2. OVERALL SITE PLAN
3. OVERALL UTILITY AND GRADING PLAN
4. STORMWATER DETENTION DETAILS
5. CLEAR CREEK CIRCLE PLAN 1
6. CLEAR CREEK CIRCLE PLAN 2
7. GRAND FOREST LANE PLAN 1
8. MONROE ROAD SANITARY PLAN 1
9. DETAIL SHEET
10. LIFT STATION DETAIL SHEET
11. LIFT STATION ELECTRICAL DETAILS



**FOR REVIEW ONLY - NOT FOR
CONSTRUCTION
ISSUED 03-03-2017**

PROPRIETOR

EARL D. BENNETT CONSTRUCTION CO. INC.
ATTN: TODD BENNETT
412 W. WACKERLY ST.
MIDLAND, MI 48640
989-631-2841

SURVEYOR

D&M SITE, INC.
JOHN D. MOREY
401 BALSAM STREET
CARROLLTON, MI 48726
(989) 752-6500

ENGINEER

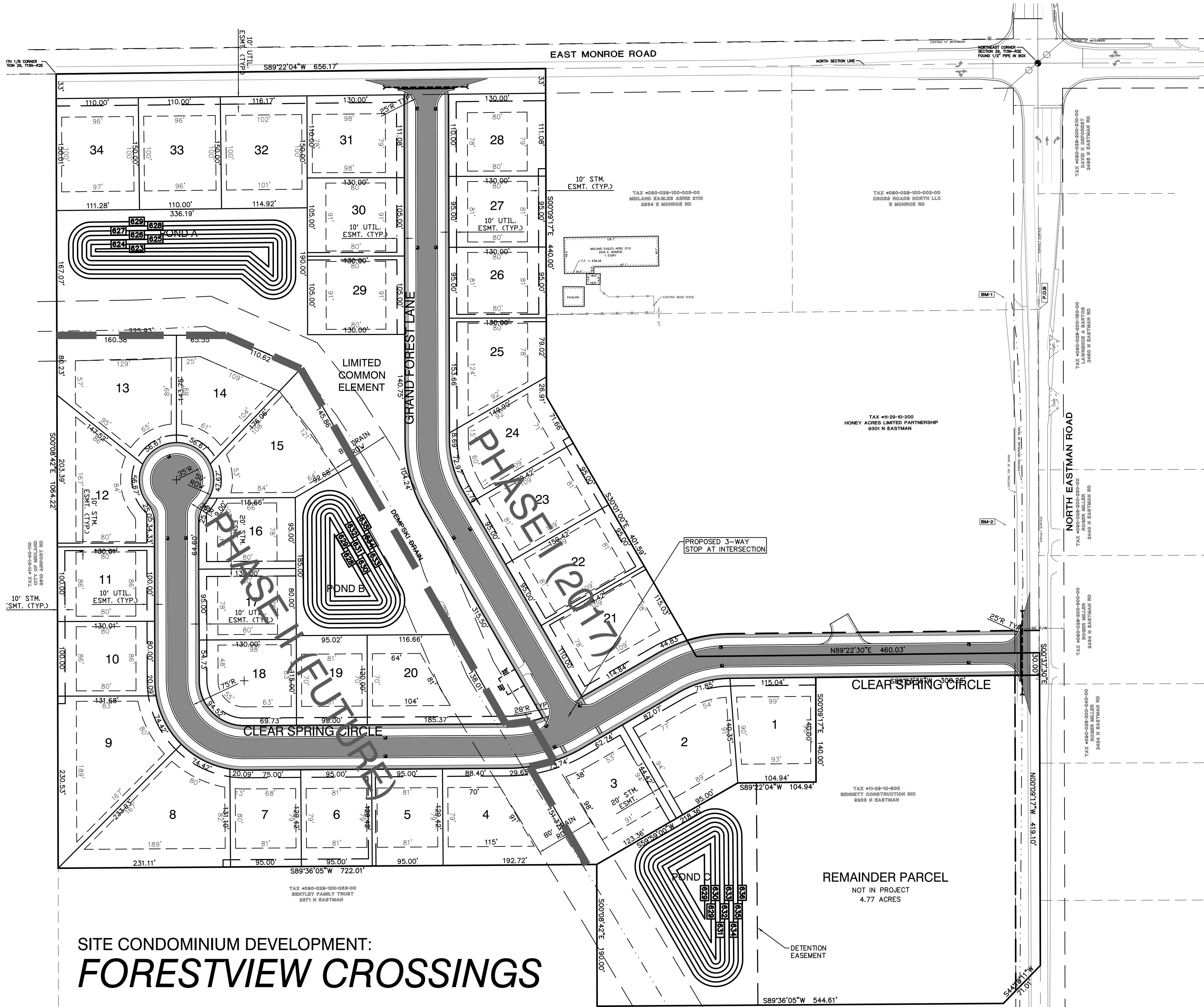
RICHARD FOSGITT, P.E.
2807 Highbrook Dr.
Midland, MI 48642
(989) 513-4058

EARL D. BENNETT CONSTRUCTION CO. INC.
412 W. Wackerly Street
Midland, MI 48640
989.631.2841

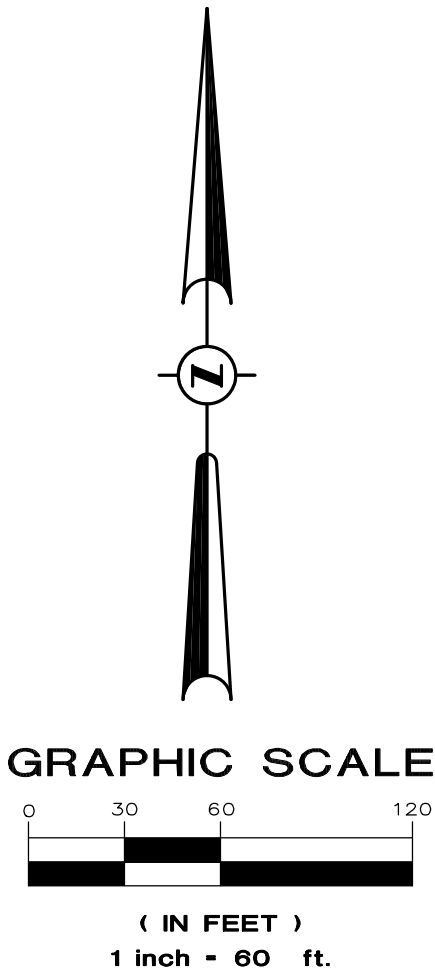
CONSTRUCTION PLANS
EASTMAN SANITARY SEWER
CITY OF MIDLAND, MIDLAND CO.

CVR
1 OF 11

DRAWN BY: **RLF** DATE: **03-03-17**
JOB NO.: **TPS** DRAWING NO.:



SITE CONDOMINIUM DEVELOPMENT:
FORESTVIEW CROSSINGS



PARENT PARCEL

TAX ID: 11-29-10-800
EARL D. BENNETT CONST INC

COM 1316.33 FT E OF N1/4 COR OF SEC 29, TH S 1064.2 FT, E 772 FT, S 190 FT, E 544.6 FT, N 45 DEG E 70.7 FT, N 419.58 FT, W 460 FT, N 30 DEG 01 MIN 00 SEC W 401.66 FT, N 440 FT, W 656.15 FT TO POB, SUBJ TO ROW & ESMT OF RECORD, 23.6 AC, SEC 29, T15N-R2E

ZONING INFORMATION

CLASSIFICATION: RESIDENTIAL RB
DEVELOPMENT AREA: 23.60 ACRES
NUMBER OF UNITS: 34 LOTS
MIN. LOT AREA: 0.28 AC (LOT 5)
MIN. LOT WIDTH: 95 FEET
FRONT BUILDING SETBACK: 25 FEET
REAR BUILDING SETBACK: 25 FEET
SIDE BUILDING SETBACK: 7 FT MIN. (14 FT TOTAL)

SANITARY AND WATER SERVICE

ALL LOTS TO BE SERVICED WITH PUBLIC SANITARY SEWER FROM THE CITY OF MIDLAND.

ALL LOTS TO BE SERVICED WITH NEW PUBLIC WATER MAINS CONNECTED TO THE EXISTING LARKIN TOWNSHIP MUNICIPAL WATER SYSTEM, AS APPROVED BY THE CITY OF MIDLAND.

STORMWATER DETENTION DATA

DRAINAGE AREA: 16.50 AC
DEVELOPED % IMPERV: 31.9%
ALLOWABLE RELEASE RATE: 3.30 CFS
100-YR DETENTION STORAGE REQD: 100,080 CFT
DETENTION STORAGE PROVIDED: 150,116 CFT

GENERAL NOTES

ALL ROADWAYS AND STORM SEWERS ARE TO BE DEDICATED PUBLIC ROADWAYS UNDER THE JURISDICTION OF THE CITY OF MIDLAND AND CONSTRUCTED IN ACCORDANCE WITH CURRENT REQUIREMENTS.

SIDEWALKS TO BE INSTALLED WITH HOME CONSTRUCTION TO CONFORM WITH CITY OF MIDLAND REQUIREMENTS. DEVELOPER TO INSTALL ADA RAMPS AT EASTMAN AND MONROE WITH INITIAL CONSTRUCTION.

STORM WATER DETENTION AREAS TO BE LIMITED COMMON ELEMENTS MAINTAINED BY THE CONDOMINIUM ASSOCIATION. CONDOMINIUM DOCUMENTS AND COVENANTS WILL ESTABLISH MAINTENANCE REQUIREMENTS.

ACCESS TO THE DETENTION AREAS ARE PROVIDED FROM THE ADJACENT PUBLIC ROW AND VIA THE DEDICATED DRAINAGE EASEMENTS.

THERE ARE NO IMPACTS TO MDEQ REGULATED WETLANDS WITHIN THE LIMITS OF THE PROPOSED DEVELOPMENT.

PROPRIETOR

BENNETT DEVELOPMENT, INC.
ATTN: TODD BENNETT
416 W. WACKERLY STREET
MIDLAND, MI 48642
989-631-2841
FAX 989-636-7535

SURVEYOR

D&M SITE, INC.
401 BALSAM STREET
CARROLLTON, MI 48624
(989) 752-6500

ENGINEER

RICHARD FOSGITT, P.E.
2807 HIGHBROOK DRIVE
MIDLAND, MI 48642
(989) 513-4058

FORESTVIEW CROSSINGS SITE CONDOMINIUMS
BENNETT DEVELOPMENT, LLC
EASTMAN AVENUE AND MONROE ROAD
MIDLAND COUNTY, MICHIGAN

OVERALL SITE PLAN

C1.0

160201

PREPARED UNDER THE SUPERVISION OF:

PROJECT LOG

FILE # OVERALL

PROJ MGR: RLF

DESIGN BY: RLF

DRAWN BY: RLF

CHECKED BY:

SCALE: 1"=60'

SHEET: 1 OF 1

RICHARD L. FOSGITT, PE - CONSULTANT
2807 HIGHBROOK DRIVE, MIDLAND, MI 48642
989-513-4058 FOSGITTR@YAHOO.COM

CONFIDENTIAL: confidential, proprietary, and copyrighted information. Reproduction or distribution of drawings or any information contained in these drawings without the written approval of the Owner.

Summary Detention Data

		Pond A	Pond B	Pond C	Total
Area	acres	8.16	7.70	3.31	19.17
No. of Lots		13	17	4	34
Impervious Area per Lot	SFT	4,000	4,000	4,000	4,000
Total Lot Impervious Area	SFT	52,000	68,000	16,000	136,000
Total Lot Impervious Area	acres	1.19	1.56	0.37	3.12
Roadway Impervious Area	SFT	29,600	30,525	33,300	93,425
Roadway Impervious Area	acres	0.68	0.70	0.76	2.14
Total Impervious Area	SFT	81,600	98,525	49,300	229,425
Total Impervious Area	acres	1.87	2.26	1.13	5.27
Percent Impervious		22.9%	29.4%	34.2%	27.5%
Penious Area	perv	6.29	5.44	2.17	13.90
Percent Penious		77.1%	70.6%	65.8%	72.5%
Allowable Release Rate (0.20 cfs/acs)	cfs/acre	1.63	1.54	0.66	3.83

Subarea Description		Pond A - North Side Detention	
RCN	82	(Input to TR-55 Calculator)	
Time Conc	0.86	hours (Input to TR-55 Calculator)	
Total Area (acres)	8.16		
Total Area (sf)	355621		
Total Area (mi²)	0.013		

qi = qp =>	14.12	cfs (obtained from LDD TR-55 Calculator)
qo = qa =>	1.63	0.2 CFS/acre allowable
qo/qi =	0.1156	

Vr = Q * 53.33 * A(mi²) * 43560		
Q =	2.797	in (obtained from LDD TR-55 Calculator)
Vr =	82884	ft³

Vs/Vr = C0 + C1(qo/qi) + C2(qo/qi)² + C3(qo/qi)³	
C0 =	0.682
C1 =	-1.43
C2 =	1.64
C3 =	-0.804
Vs/Vr =	0.5373

Total Volume of Storage Required		
Vs = Vs/Vr * Vr		
Vs =	44536	ft³
Vs =	1.02	acre-feet

Subarea Description		Pond B - West Side Detention	
RCN	81	(Input to TR-55 Calculator)	
Time Conc	0.88	hours (Input to TR-55 Calculator)	
Total Area (acres)	7.70		
Total Area (sf)	335330		
Total Area (mi²)	0.012		

qi = qp =>	14.02	cfs (obtained from LDD TR-55 Calculator)
qo = qa =>	1.54	0.2 CFS/acre allowable
qo/qi =	0.1098	

Vr = Q * 53.33 * A(mi²) * 43560		
Q =	2.98	in (obtained from LDD TR-55 Calculator)
Vr =	83268	ft³

Vs/Vr = C0 + C1(qo/qi) + C2(qo/qi)² + C3(qo/qi)³	
C0 =	0.682
C1 =	-1.43
C2 =	1.64
C3 =	-0.804
Vs/Vr =	0.5437

Total Volume of Storage Required		
Vs = Vs/Vr * Vr		
Vs =	45271	ft³
Vs =	1.04	acre-feet

Subarea Description		Pond C - South Side Detention	
RCN	83	(Input to TR-55 Calculator)	
Time Conc	0.86	hours (Input to TR-55 Calculator)	
Total Area (acres)	3.31		
Total Area (sf)	144005		
Total Area (mi²)	0.005		

qi = qp =>	6.30	cfs (obtained from LDD TR-55 Calculator)
qo = qa =>	0.66	0.2 CFS/acre allowable
qo/qi =	0.1049	

Vr = Q * 53.33 * A(mi²) * 43560		
Q =	3.064	in (obtained from LDD TR-55 Calculator)
Vr =	36767	ft³

Vs/Vr = C0 + C1(qo/qi) + C2(qo/qi)² + C3(qo/qi)³	
C0 =	0.682
C1 =	-1.43
C2 =	1.64
C3 =	-0.804
Vs/Vr =	0.5491

Total Volume of Storage Required		
Vs = Vs/Vr * Vr		
Vs =	20187	ft³
Vs =	0.46	acre-feet

Available Storage Calculations

Pond A - North Detention Pond Volume					
Contour Description	Contour	Contour Area	Average Area	Depth	Volume
Bottom of Storage Elevation	625.00	8,050			
	626.00	11,746	9,898	1.00	9,898
	627.00	15,668	13,707	1.00	13,707
	628.00	19,813	17,741	1.00	17,741
Design High Water Elevation	628.20	20,687	20,250	0.20	4,050
Total Volume (CFT)					45,396
					44,536

Pond B - West Detention Pond Volume					
Contour Description	Contour	Contour Area	Average Area	Depth	Volume
Bottom of Storage Elevation	628.00	1,972			
	629.00	3,565	2,769	1.00	2,769
	630.00	5,506	4,536	1.00	4,536
	631.00	7,672	6,589	1.00	6,589
	632.00	10,065	8,869	1.00	8,869
	633.00	12,684	11,375	1.00	11,375
Design High Water Elevation	634.00	15,529	14,107	1.00	14,107
Total Volume (CFT)					48,243
					45,271

Pond C - South Detention Pond Volume					
Contour Description	Contour	Contour Area	Average Area	Depth	Volume
Bottom of Storage Elevation	631.00	8,378			
	632.00	11,070	9,724	1.00	9,724
	633.00	13,989	12,530	1.00	12,530
	634.00	17,133	15,561	1.00	15,561
Design High Water Elevation	635.00	20,504	18,819	1.00	18,819
Total Volume (CFT)					56,633
					20,187
Note: Surplus volume available for future development on outlot (CFT):					
					36,446

		Total Volume (CFT)	150,271	109,994
		Total Volume (AC-FT)	3.45	2.53

Restrictor Sizing Calculations

POND A		
Qa, Allowable Runoff	1.63	cfs
Design High Water Elev	628.20	
Downstream Water Surface	625.00	
Computed Head, h	3.20	ft
C (coefficient)	0.62	

Restrictor Sizing Calculations		
Q = CA (2gh)⁰.⁵ (cfs)		
A, Area of Pipe	0.1831	sf
r, Radius of Pipe	0.2414	ft
d, Diameter of Pipe (ft)	0.4829	ft
d, diameter of Pipe (in)	5.7947	in

Restrictor Size Required	5.79	in
Actual Restrictor Size	5.75	in
Actual Release Rate	1.60	cfs
O.K.		

POND B		
Qa, Allowable Runoff	1.54	cfs
Design High Water Elev	634.00	
Downstream Water Surface	628.00	
Computed Head, h	6.00	ft
C (coefficient)	0.62	

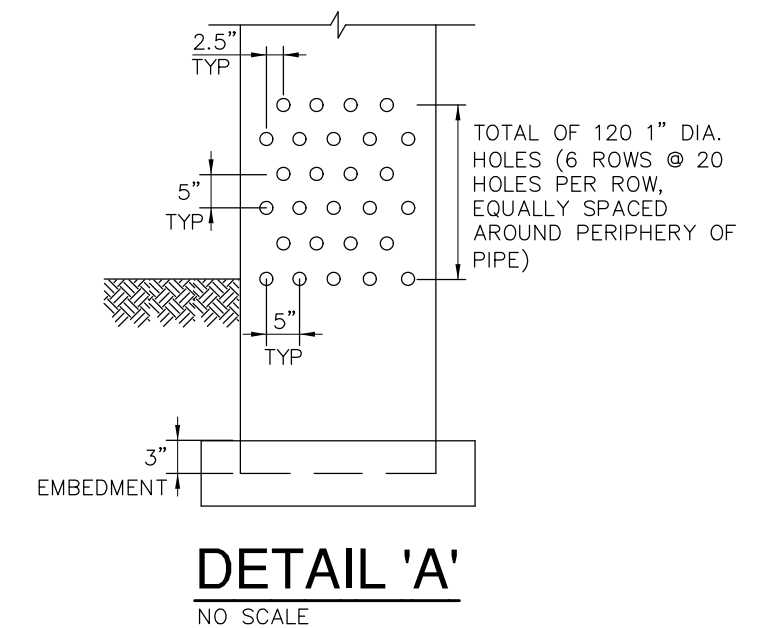
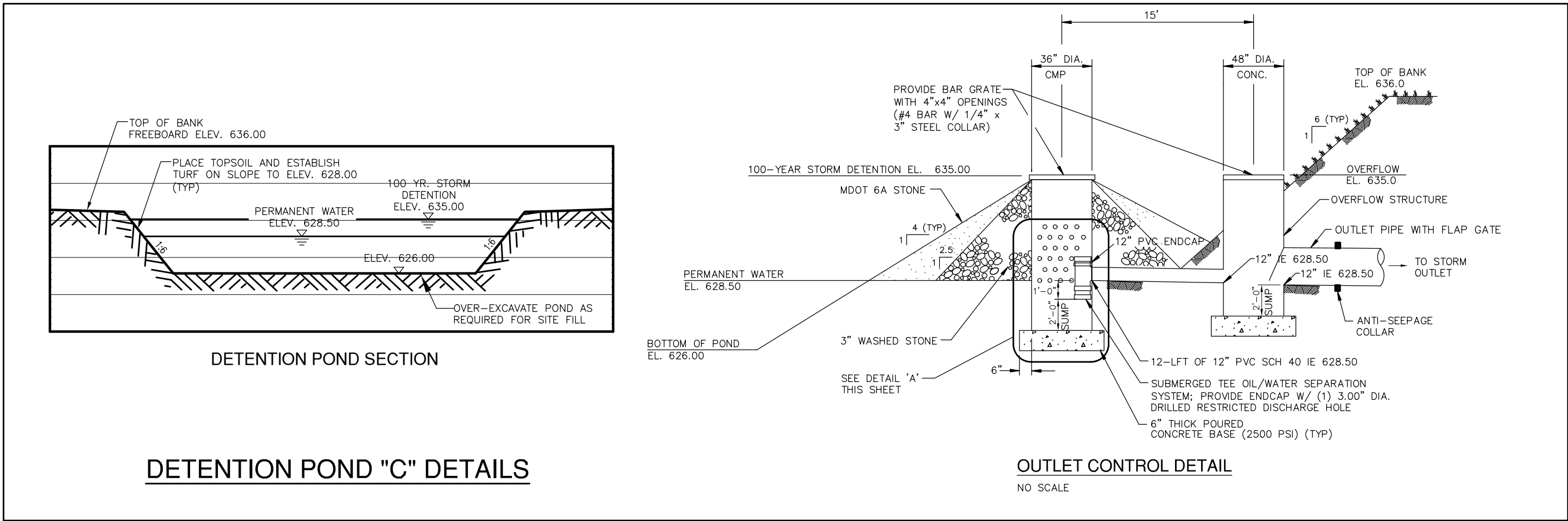
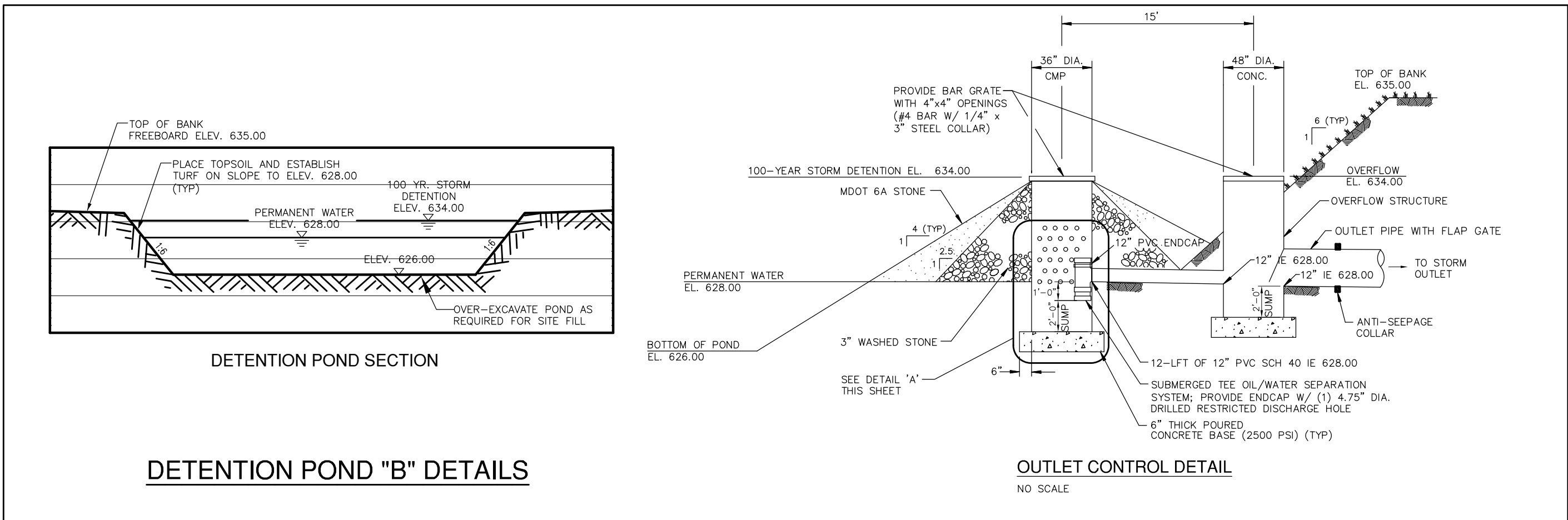
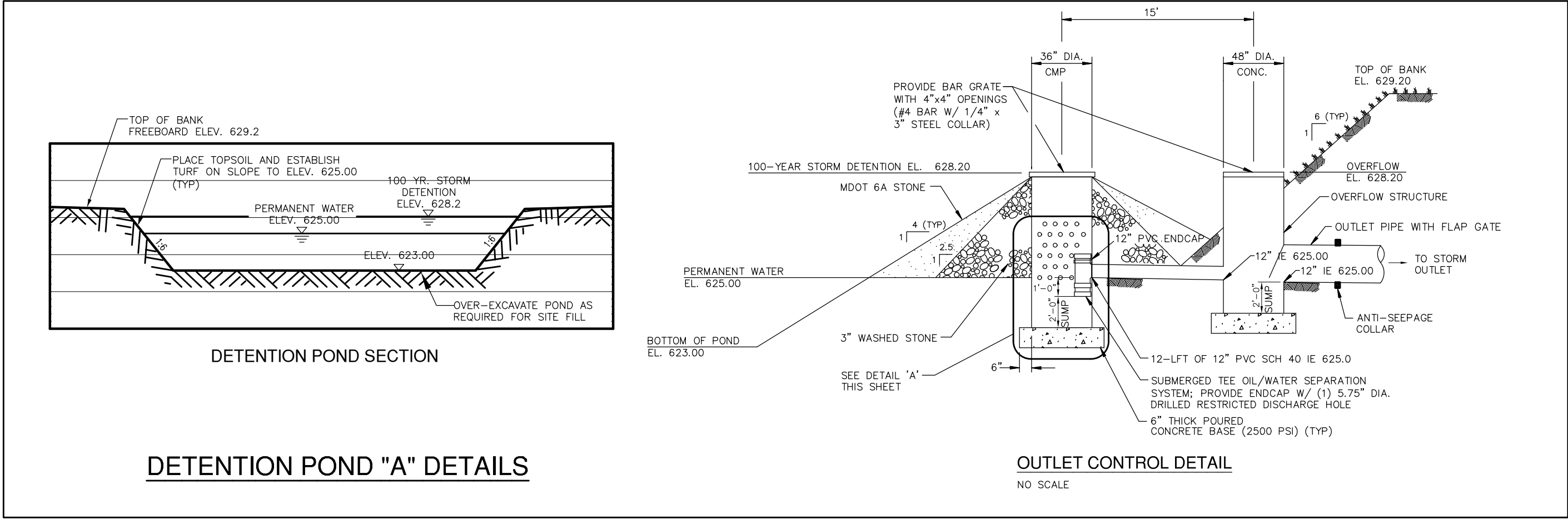
Restrictor Sizing Calculations		
Q = CA (2gh)⁰.⁵ (cfs)		
A, Area of Pipe	0.1264	sf
r, Radius of Pipe	0.2006	ft
d, Diameter of Pipe (ft)	0.4011	ft
d, diameter of Pipe (in)	4.8133	in

Restrictor Size Required	4.81	in
Actual Restrictor Size	4.75	in
Actual Release Rate	1.50	cfs
O.K.		

POND C		
Qa, Allowable Runoff	0.66	cfs
Design High Water Elev	635.00	
Downstream Water Surface	628.50	
Computed Head, h	6.50	ft
C (coefficient)	0.62	

Restrictor Sizing Calculations		
Q = CA (2gh)⁰.⁵ (cfs)		
A, Area of Pipe	0.0520	sf
r, Radius of Pipe	0.1287	ft
d, Diameter of Pipe (ft)	0.2574	ft
d, diameter of Pipe (in)	3.0886	in

Restrictor Size Required	3.09	in
Actual Restrictor Size	3.00	in
Actual Release Rate	0.62	cfs
O.K.		



PREPARED UNDER THE SUPERVISION OF:

PROJECT LOG

FILE # UTILITY

PROJ MGR:

DESIGN BY:

DRAWN BY:

CHECKED BY:

SCALE:

SHEET:

1 OF 1

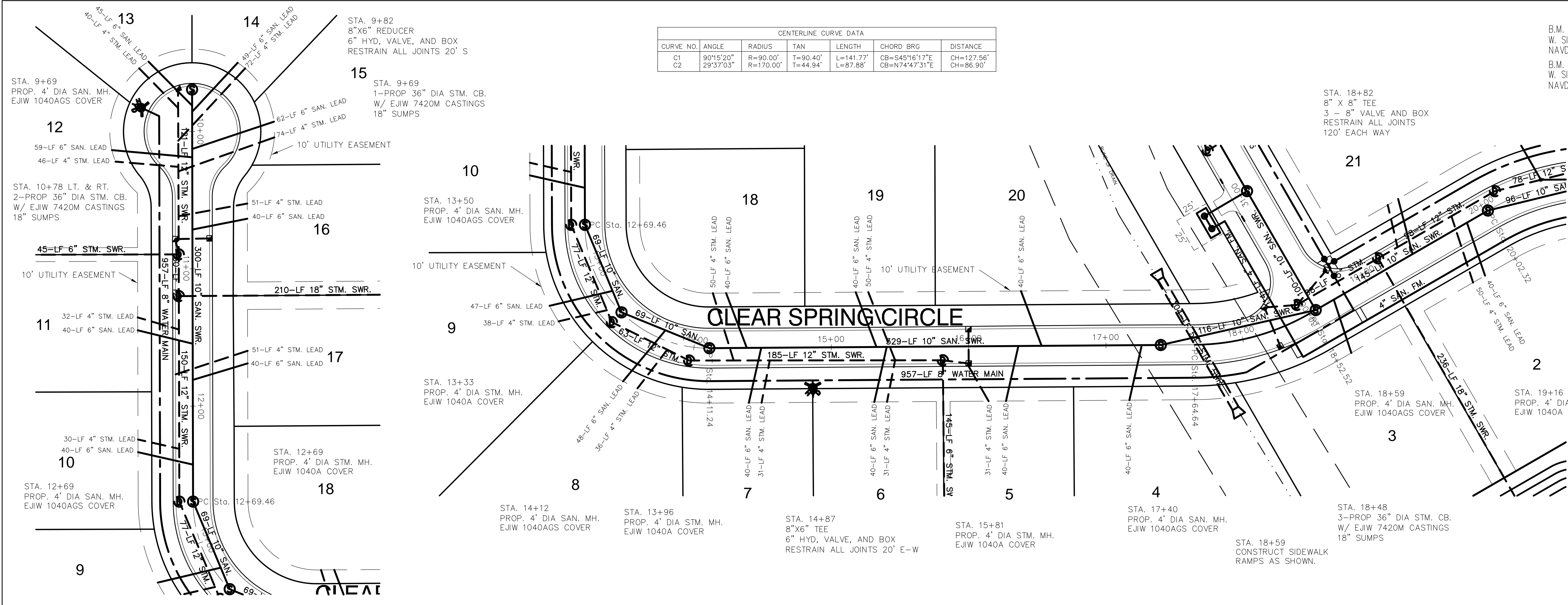
RICHARD L. FOSGITT, PE - CONSULTANT
2807 HIGHBROOK DRIVE, MIDLAND, MI 48642
989-513-4058 FOSGITTR@YAHOO.COM

FORESTVIEW CROSSINGS SITE CONDOMINIUMS
BENNETT DEVELOPMENT, LLC
EASTMAN AVENUE AND MONROE ROAD
MIDLAND COUNTY, MICHIGAN

C2.1
160201

CONFIDENTIAL - confidential, proprietary, and copyrighted information. Reproduction or distribution of drawings or any information contained in these drawings without the written approval of the Owner.

STORMWATER DETENTION DETAILS

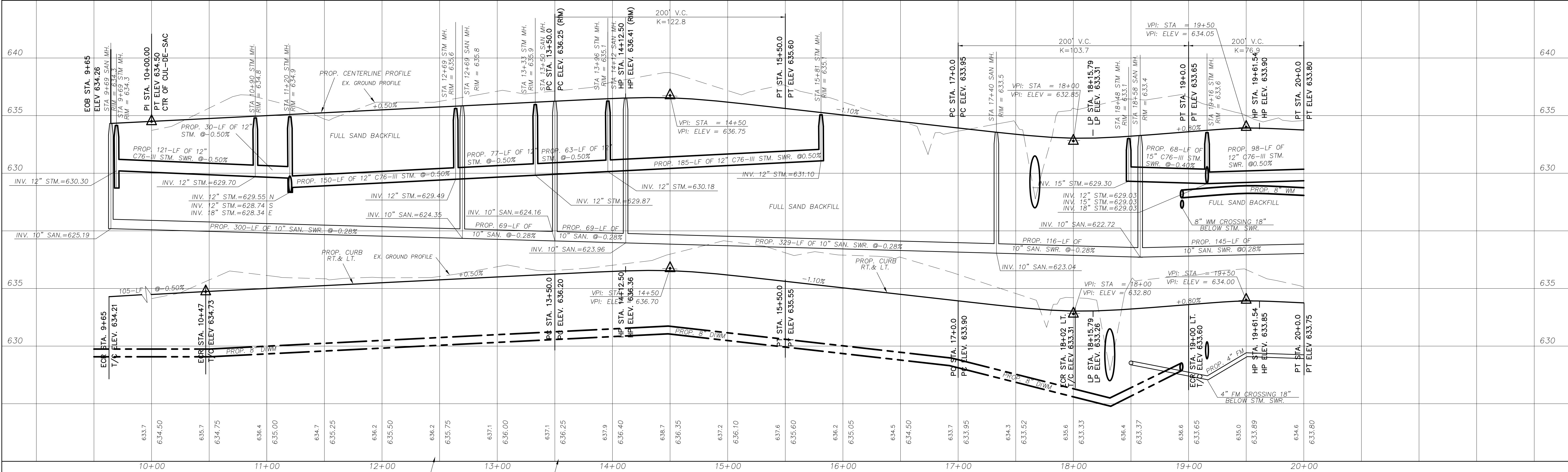


WATER MAIN NOTES:
MAX 11-1/4 DEG BENDS ALLOWED
FOR ANY HORIZONTAL DEFLECTIONS.
RESTRAIN ALL JOINTS 10'-FT E-W.

WATER MAIN SHALL BE AWWA C909
INSTALLED PER CITY OF MIDLAND
SPECIFICATIONS.

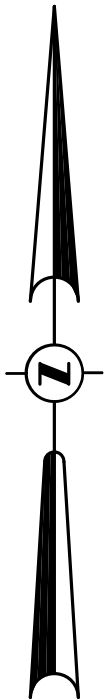
GENERAL NOTES

- ALL CONSTRUCTION SHALL BE IN ACCORDANCE TO CITY OF MIDLAND STANDARD SPECIFICATIONS.
- FOR PROTECTION OF UNDERGROUND UTILITIES, THE CONTRACTOR SHALL DIAL 1-800-482-7171 A MINIMUM OF 3 WORKING DAYS PRIOR TO EXCAVATION IN THE VICINITY OF UTILITY LINES.
- THE PROPOSED WATER MAIN SHALL BE INSTALLED A MINIMUM OF 10 FEET HORIZONTALLY AND 18 INCHES VERTICALLY FROM ALL EXISTING OR PROPOSED SEWERS
- THE PROPOSED WATER MAIN SHALL BE INSTALLED A MINIMUM OF 5 FEET BELOW TOP OF CURB GRADE.
- ALL WATER MAIN FITTINGS SHALL BE MECHANICAL RESTRAINED JOINTS. INSTALL FIELD LOCK GASKETS AS NOTED.

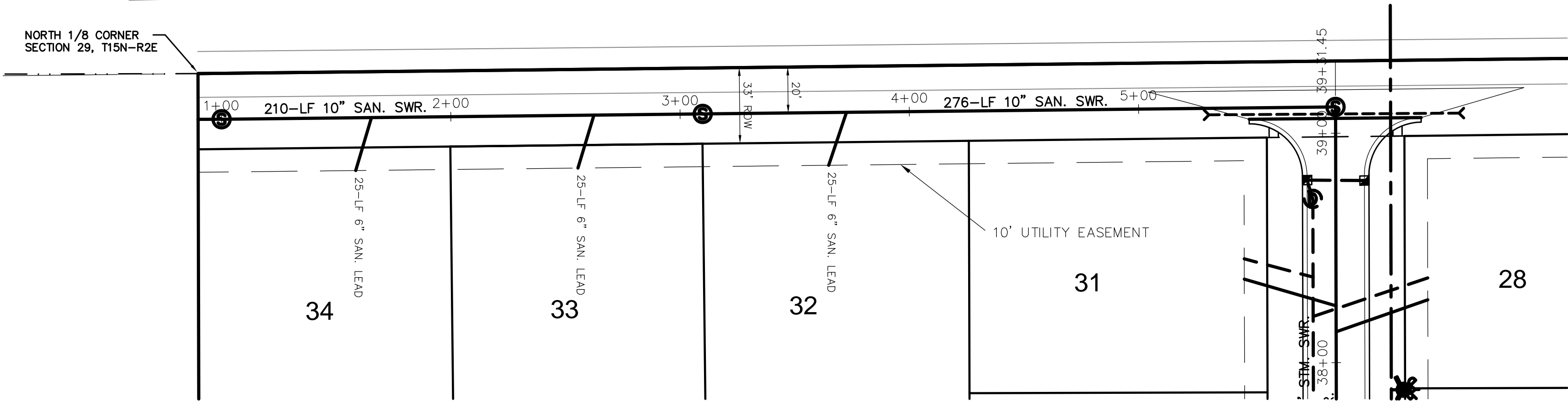


CITY OF MIDLAND, MICHIGAN APPROVAL FOR CONSTRUCTION		CITY OF MIDLAND, MICHIGAN APPROVAL FOR CONSTRUCTION		FORESTVIEW CROSSINGS CITY OF MIDLAND, MI	
CITY ENGINEER	DATE	SOIL EROSION AND SEDIMENTATION CONTROL ADMINISTRATOR	DATE	CONTRACT NO.:	
				DGN. BY: DR. BY:	
				SCALE: 1" = 40' HOR. 1" = 4' VERT.	
				SHEET 5 OF 11 SHEETS	

B.M. #1 NAIL IN EAST FACE OF POWER POLE.
W. SIDE OF ROAD ACROSS FROM 2450 EASTMAN
NAVD 88 ELEV. 642.92
B.M. #2 SET IN NAIL IN NORTH FACE OF POWER POLE.
W. SIDE OF ROAD ACROSS FROM 2440 EASTMAN
NAVD 88 ELEV. 642.33



MONROE ROAD

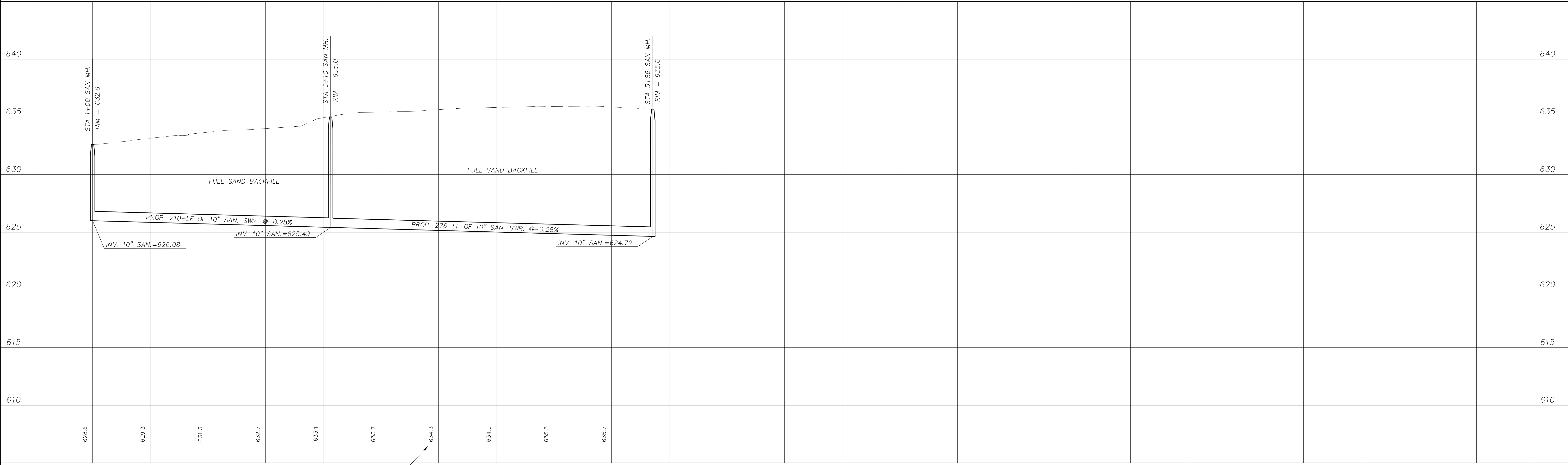


STA. 1+00
PROP. 4' DIA SAN. MH.
EJIW 1040AGS COVER

STA. 3+10
PROP. 4' DIA SAN. MH.
EJIW 1040AGS COVER

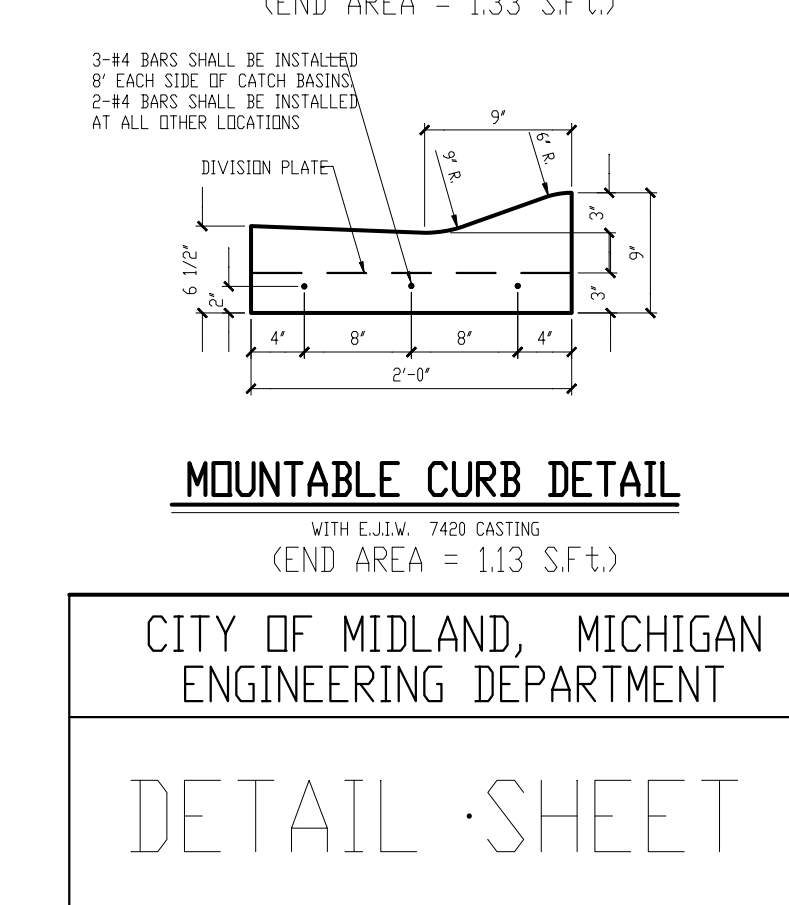
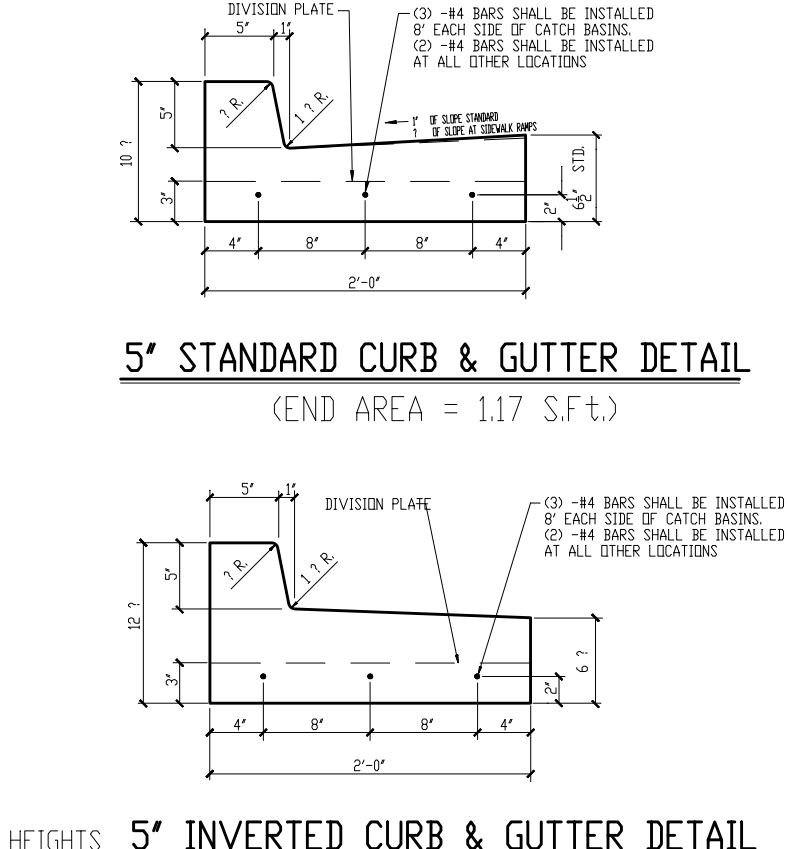
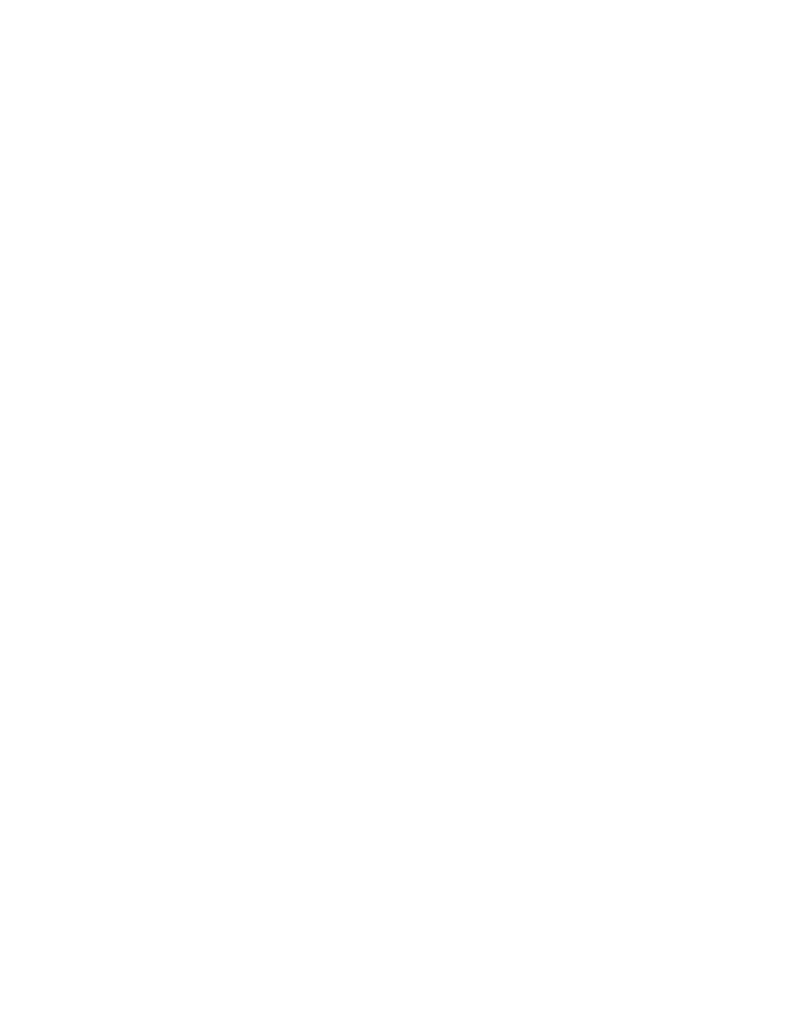
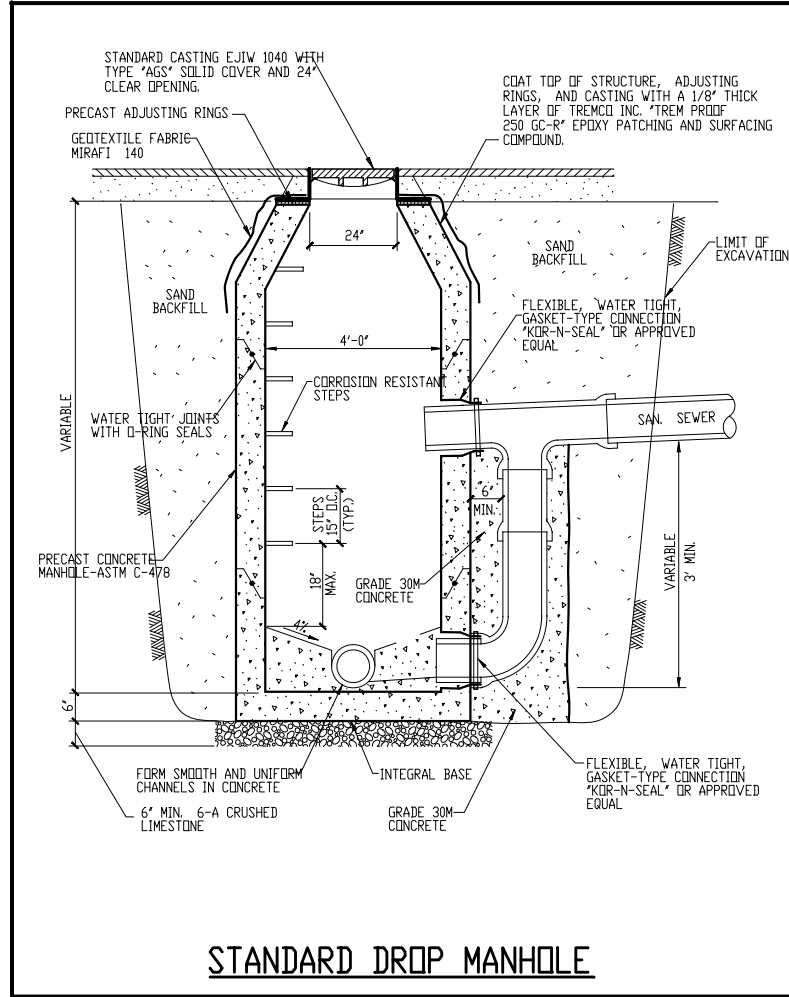
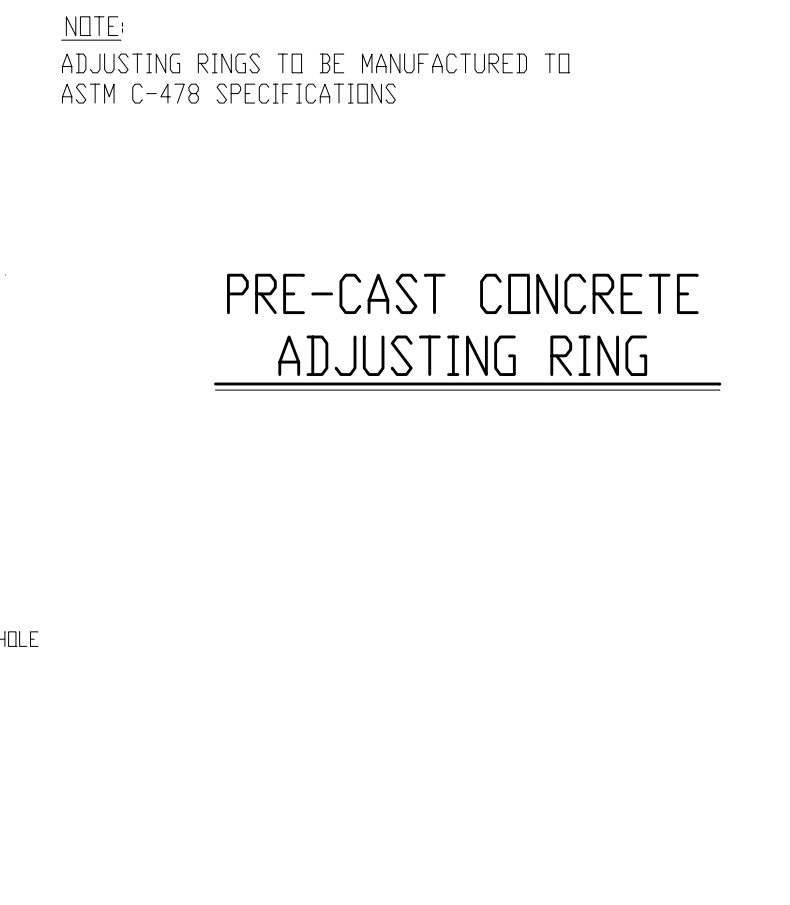
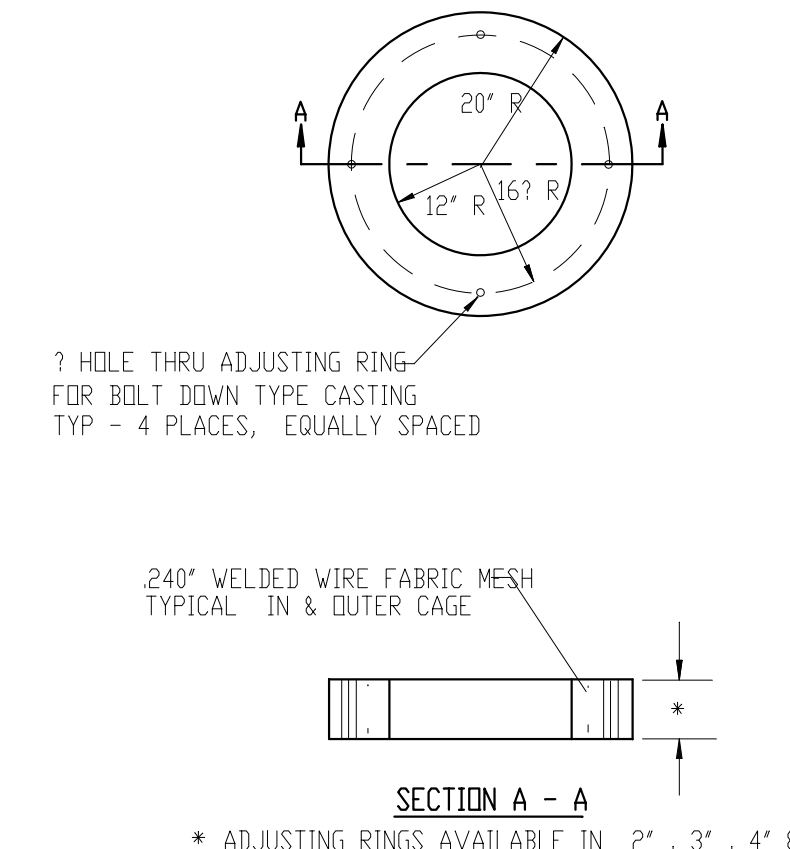
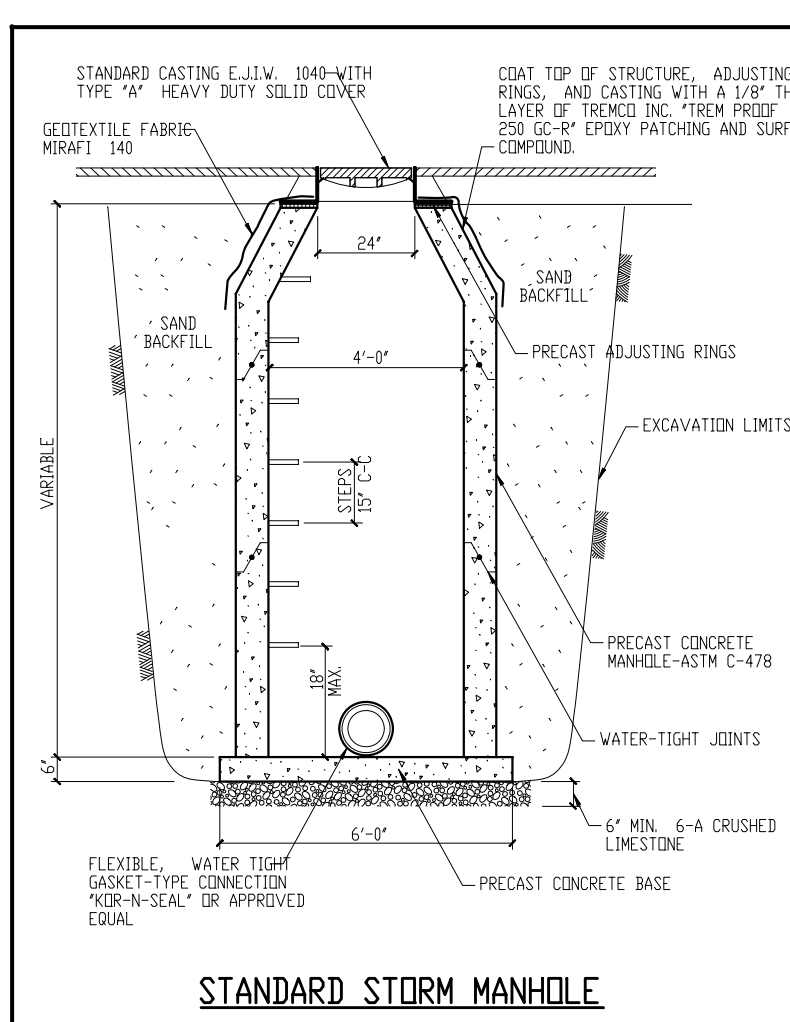
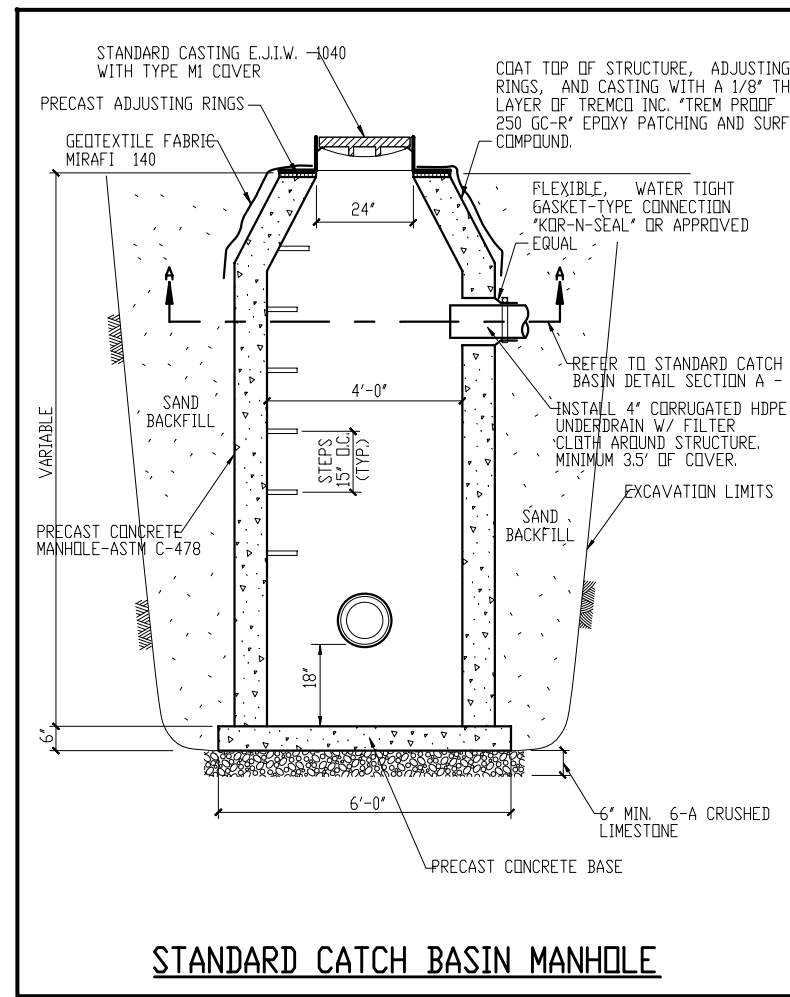
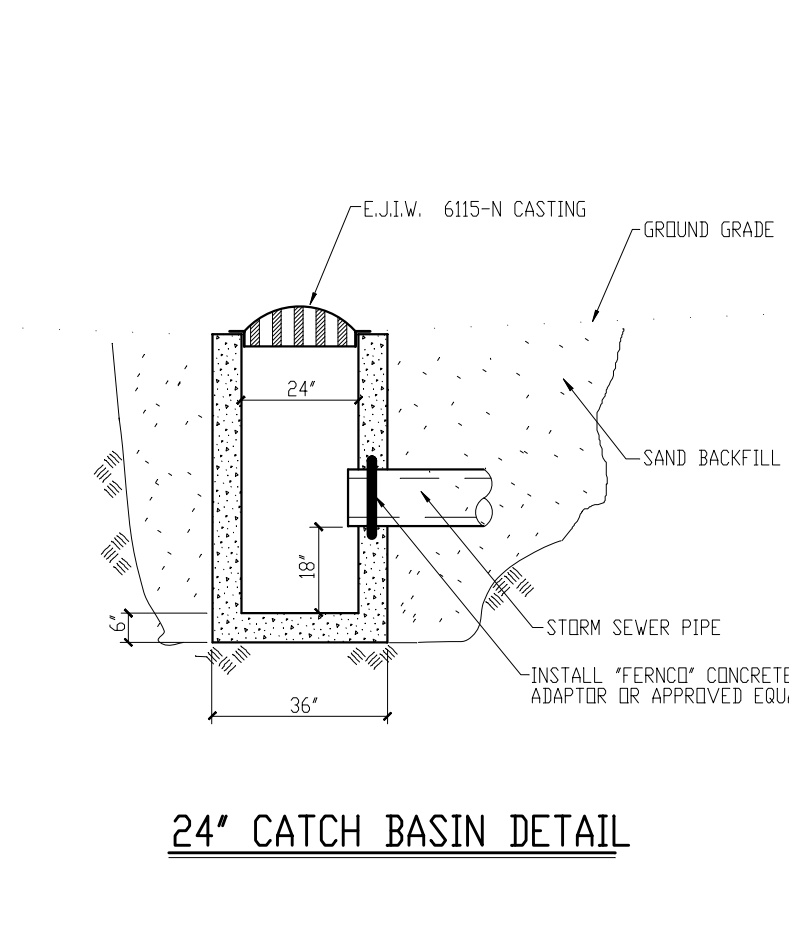
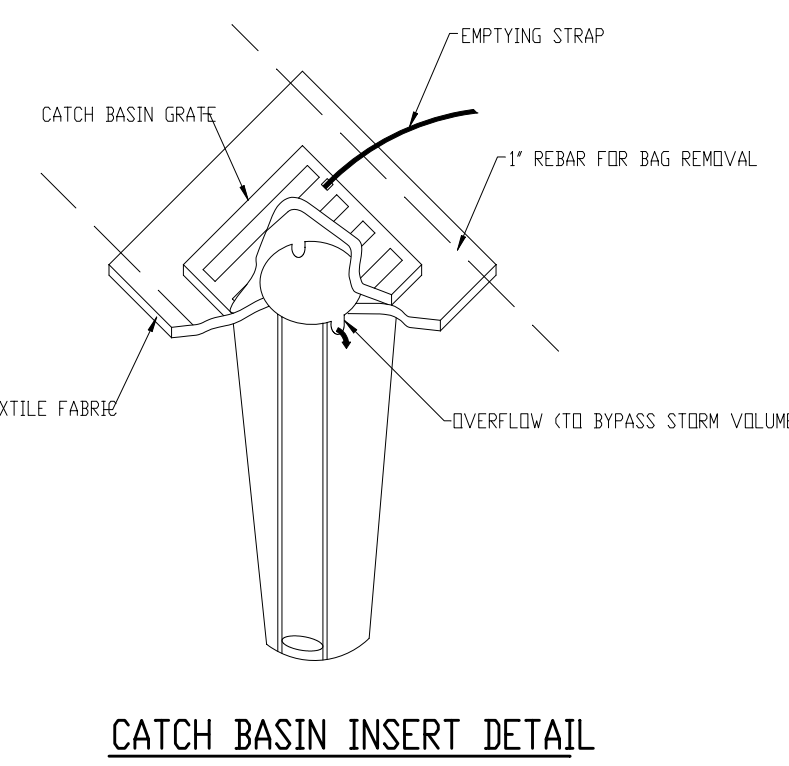
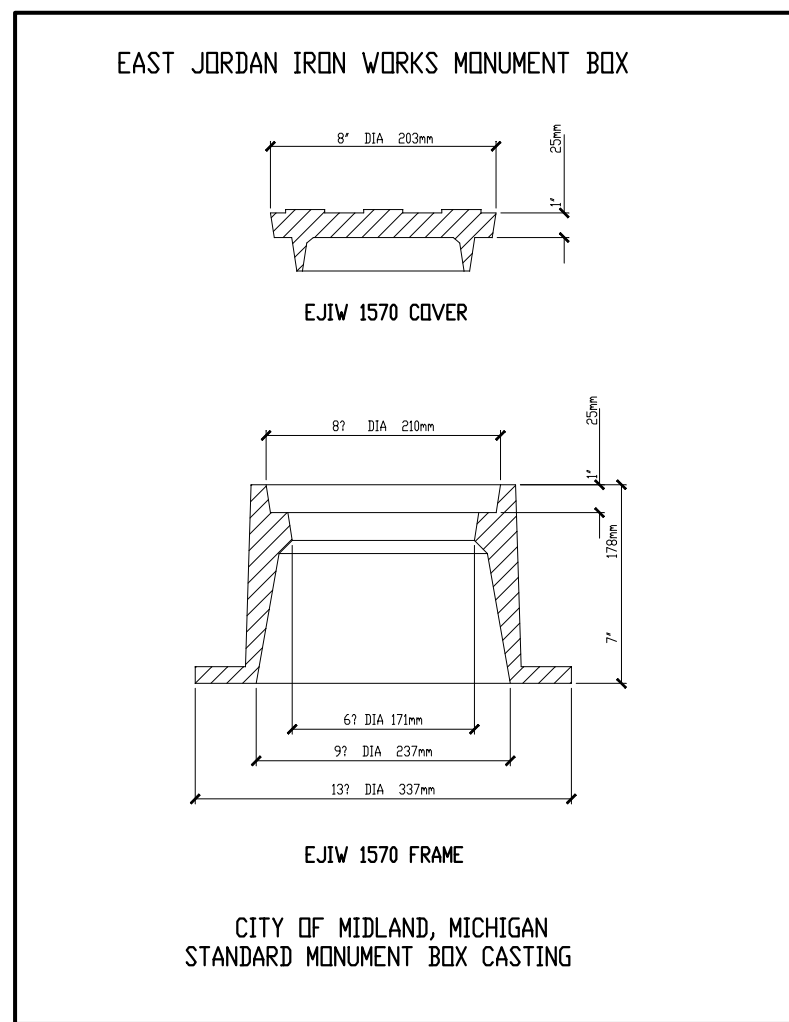
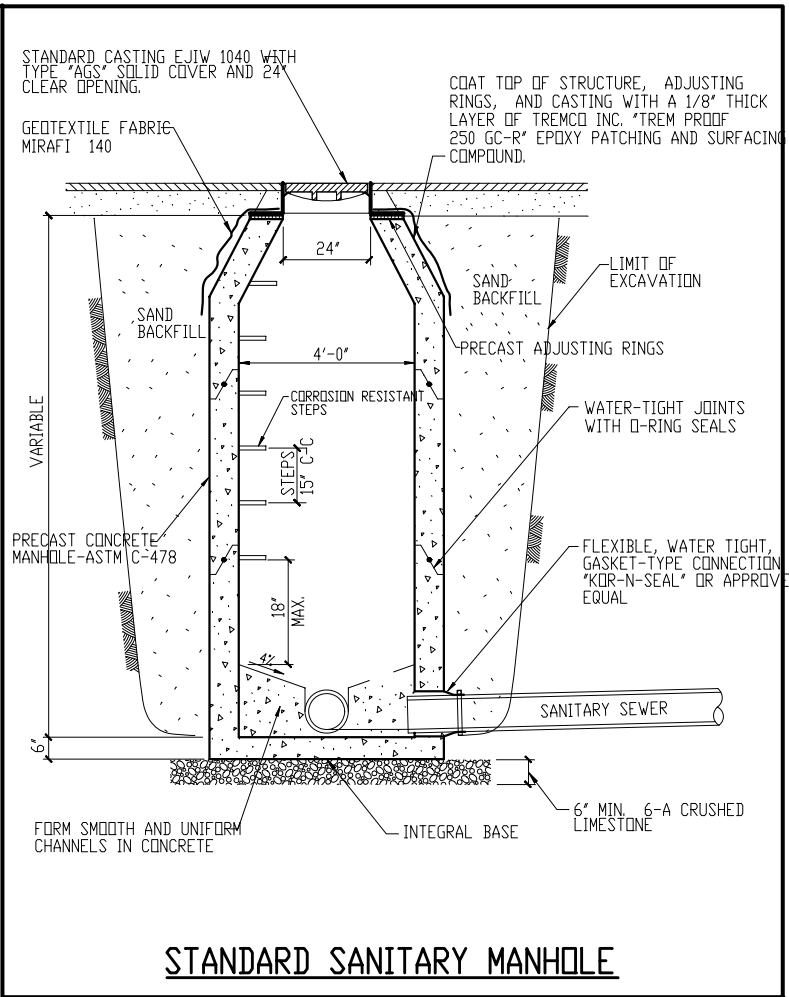
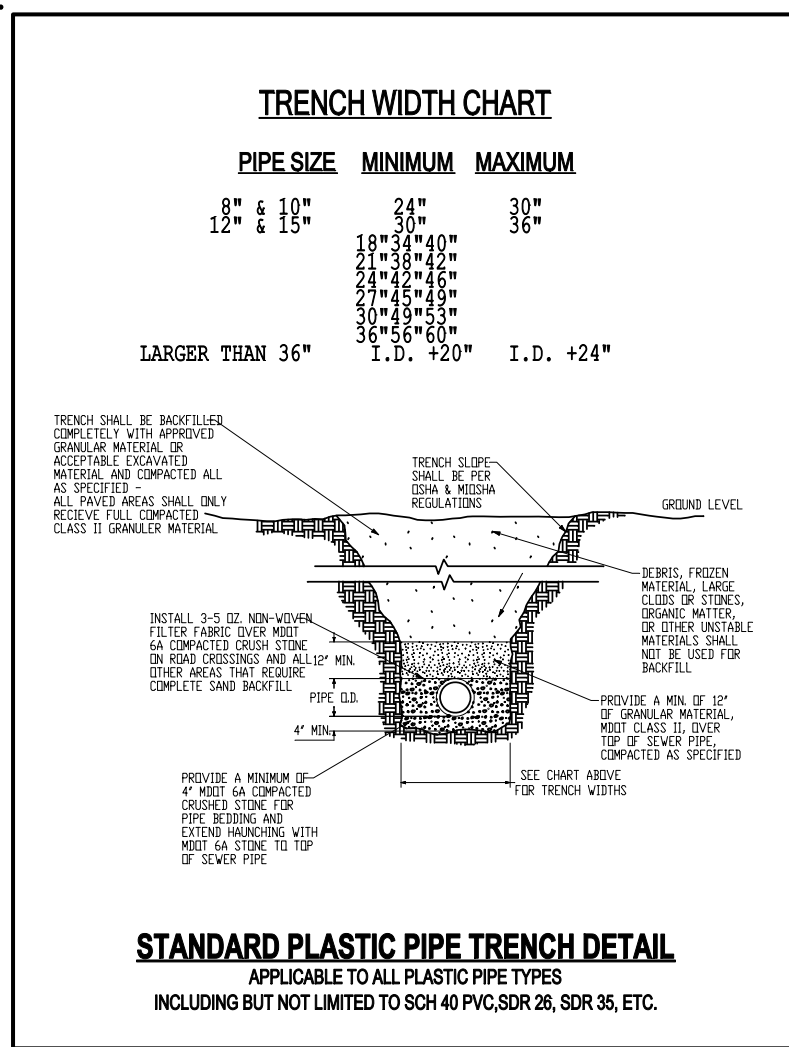
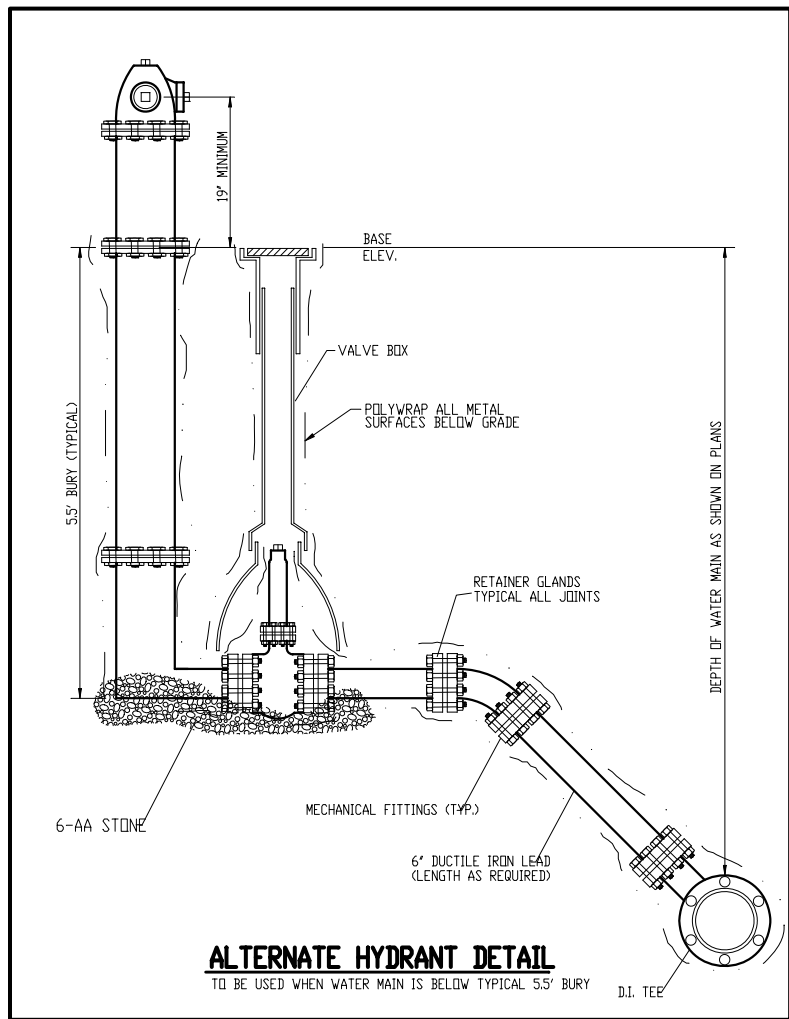
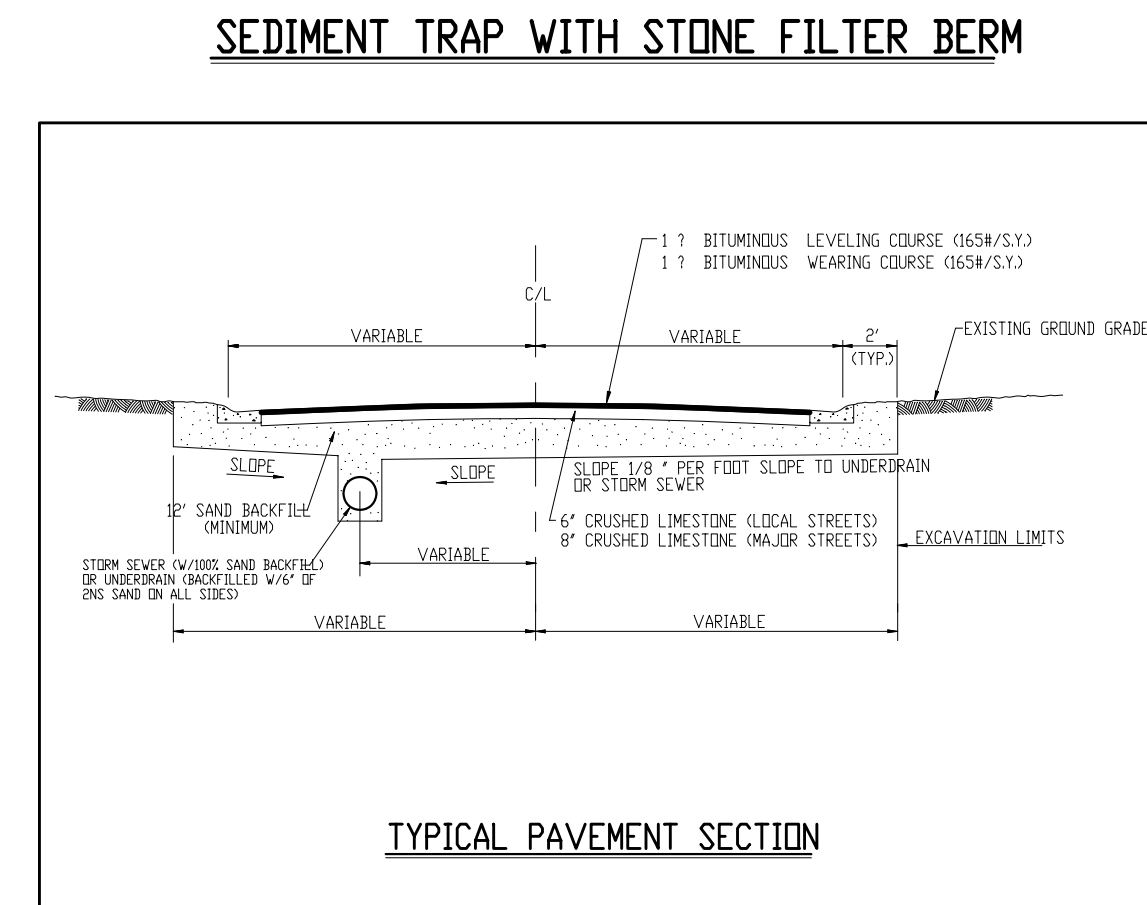
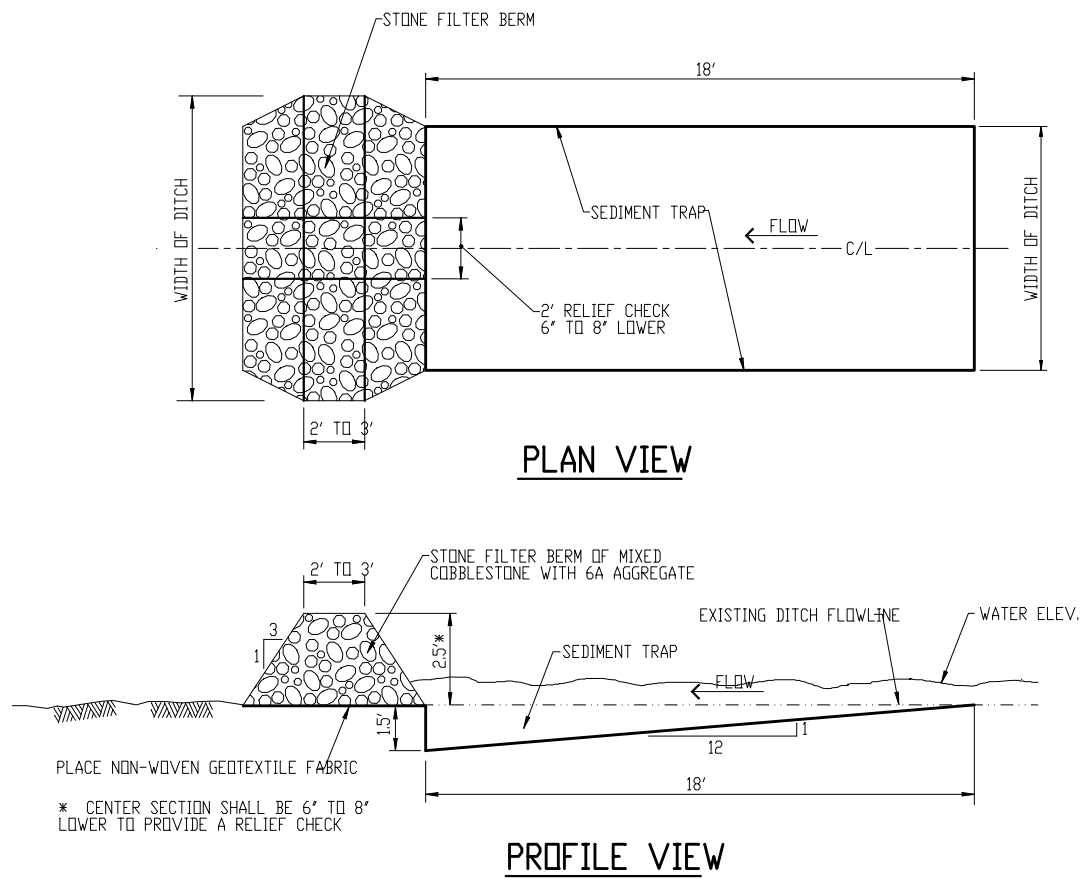
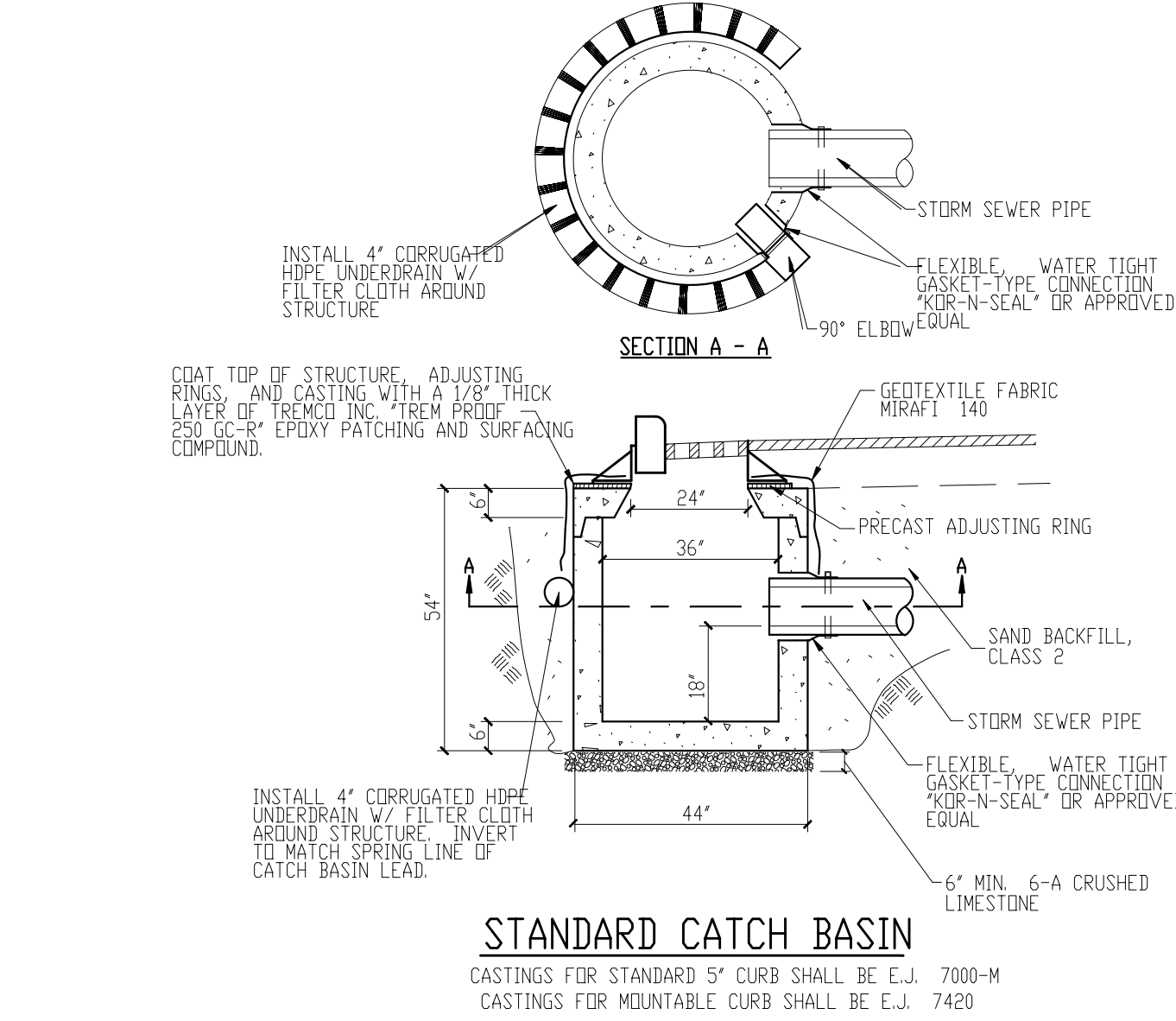
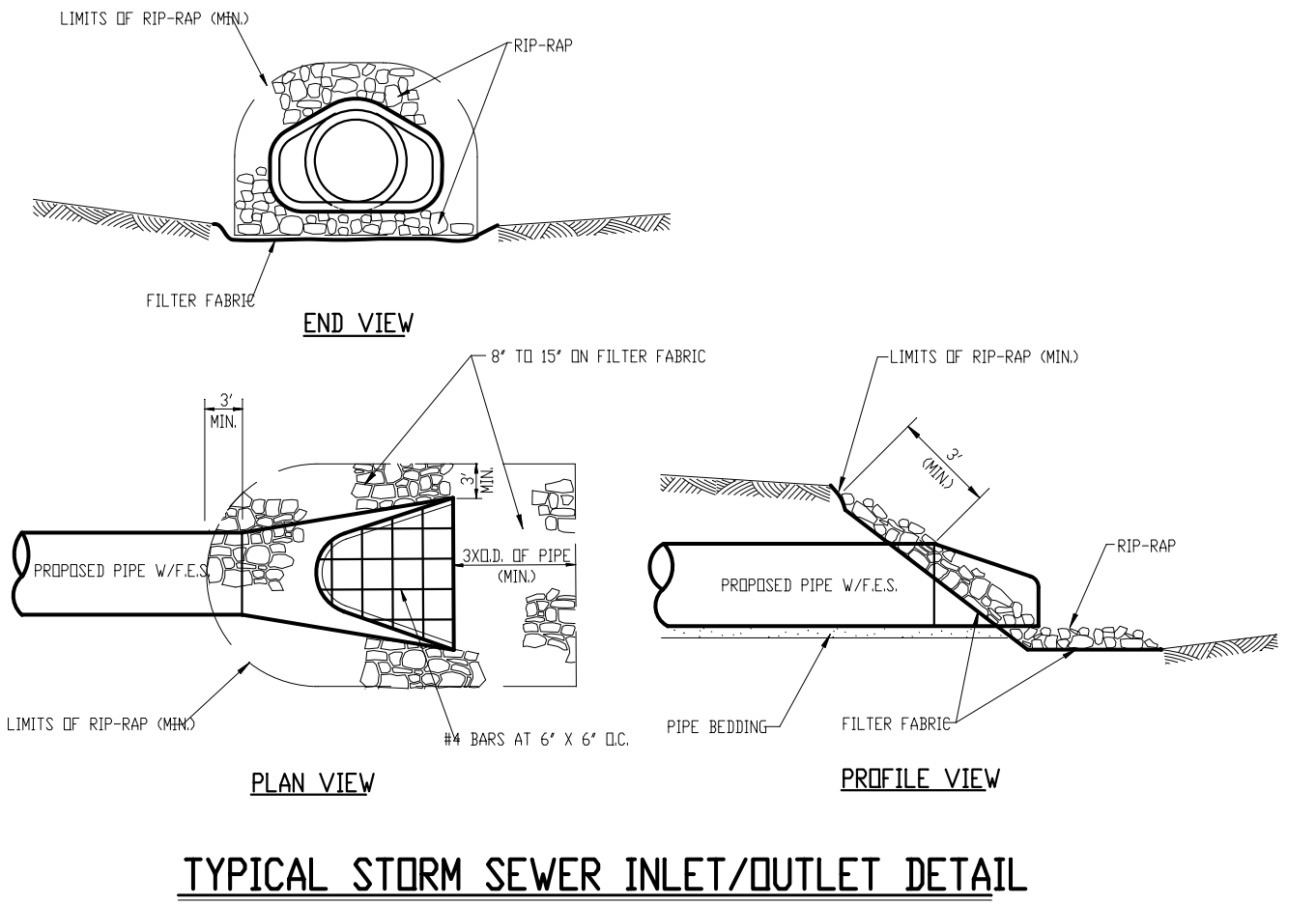
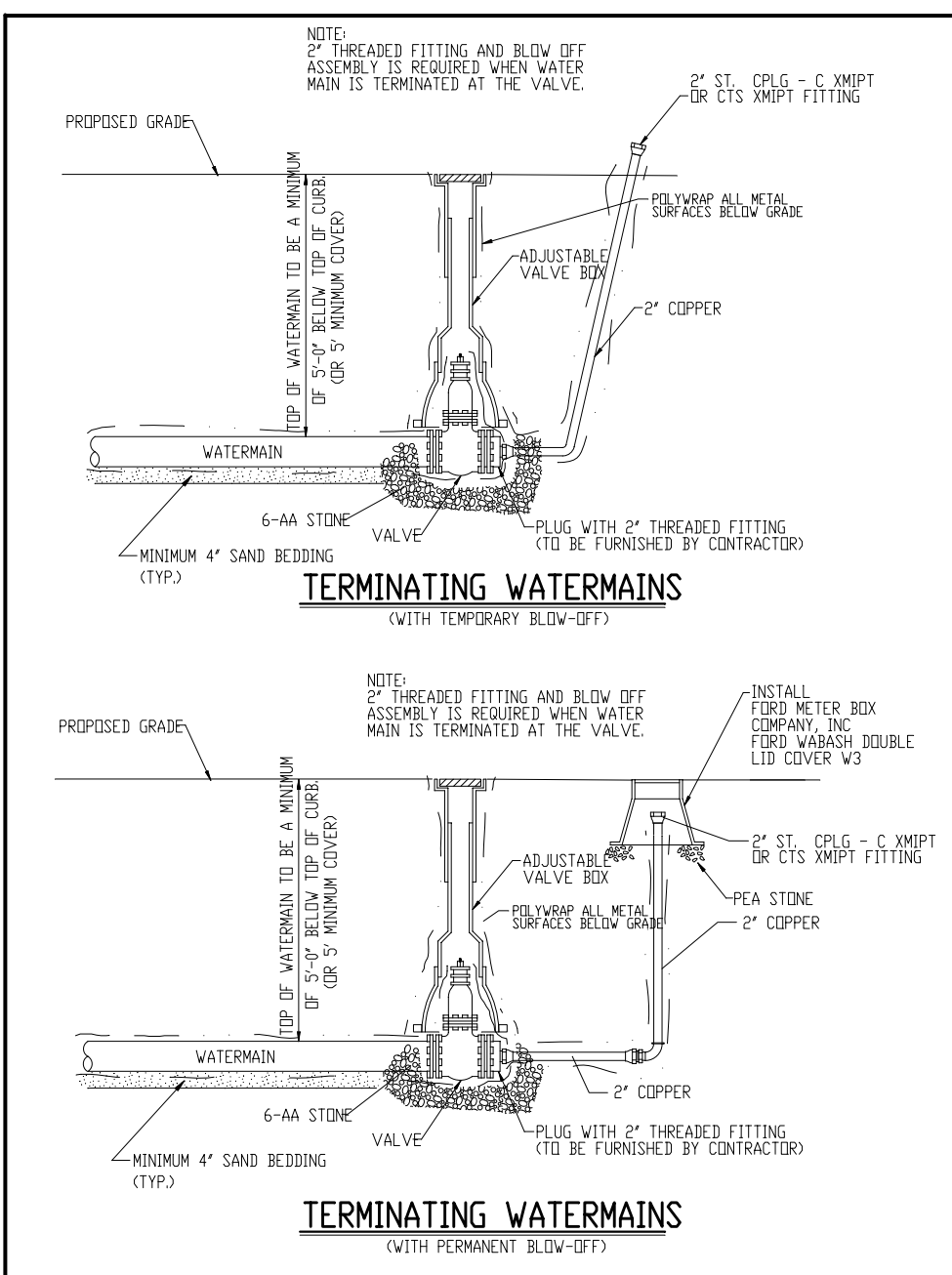
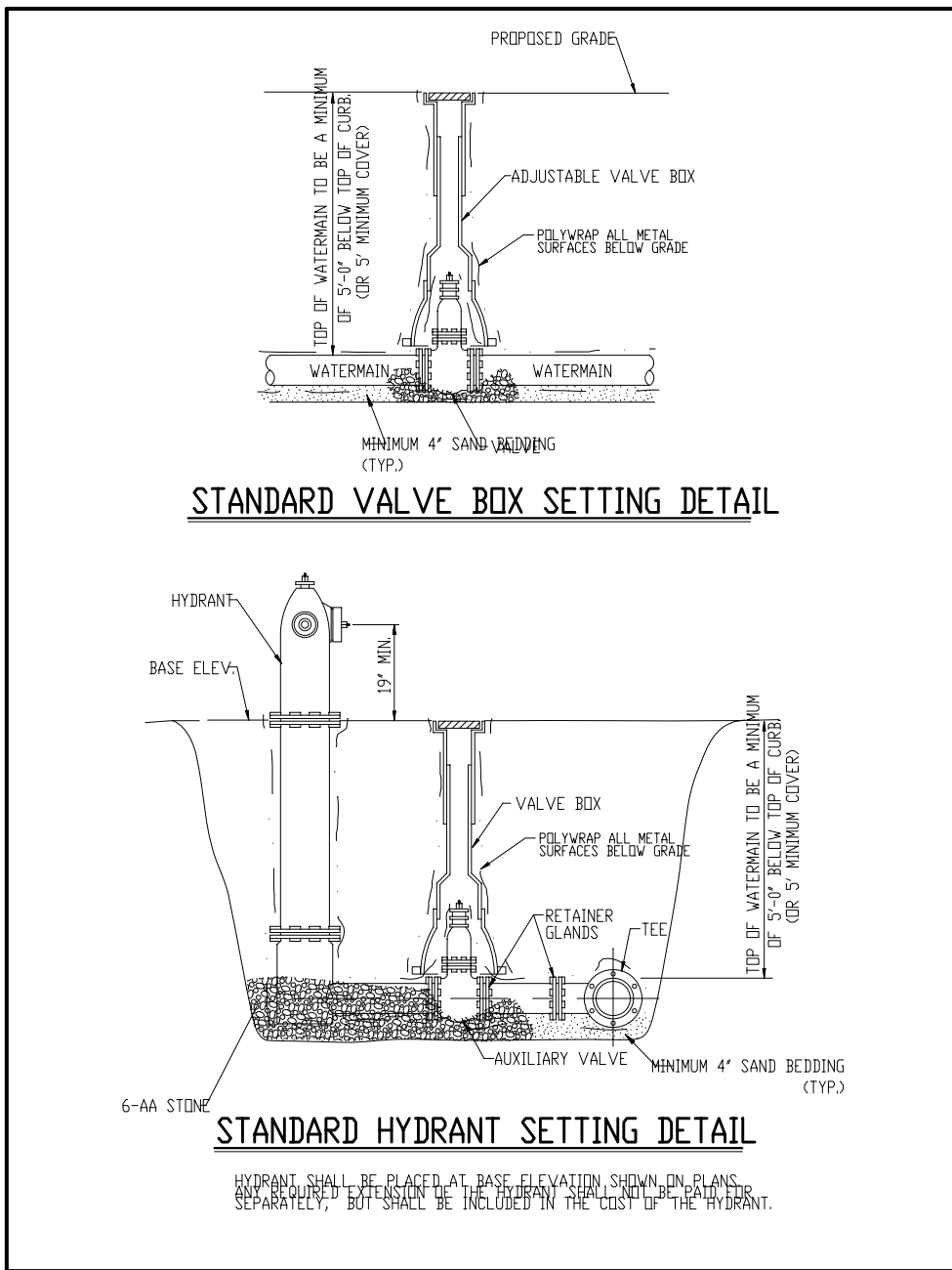
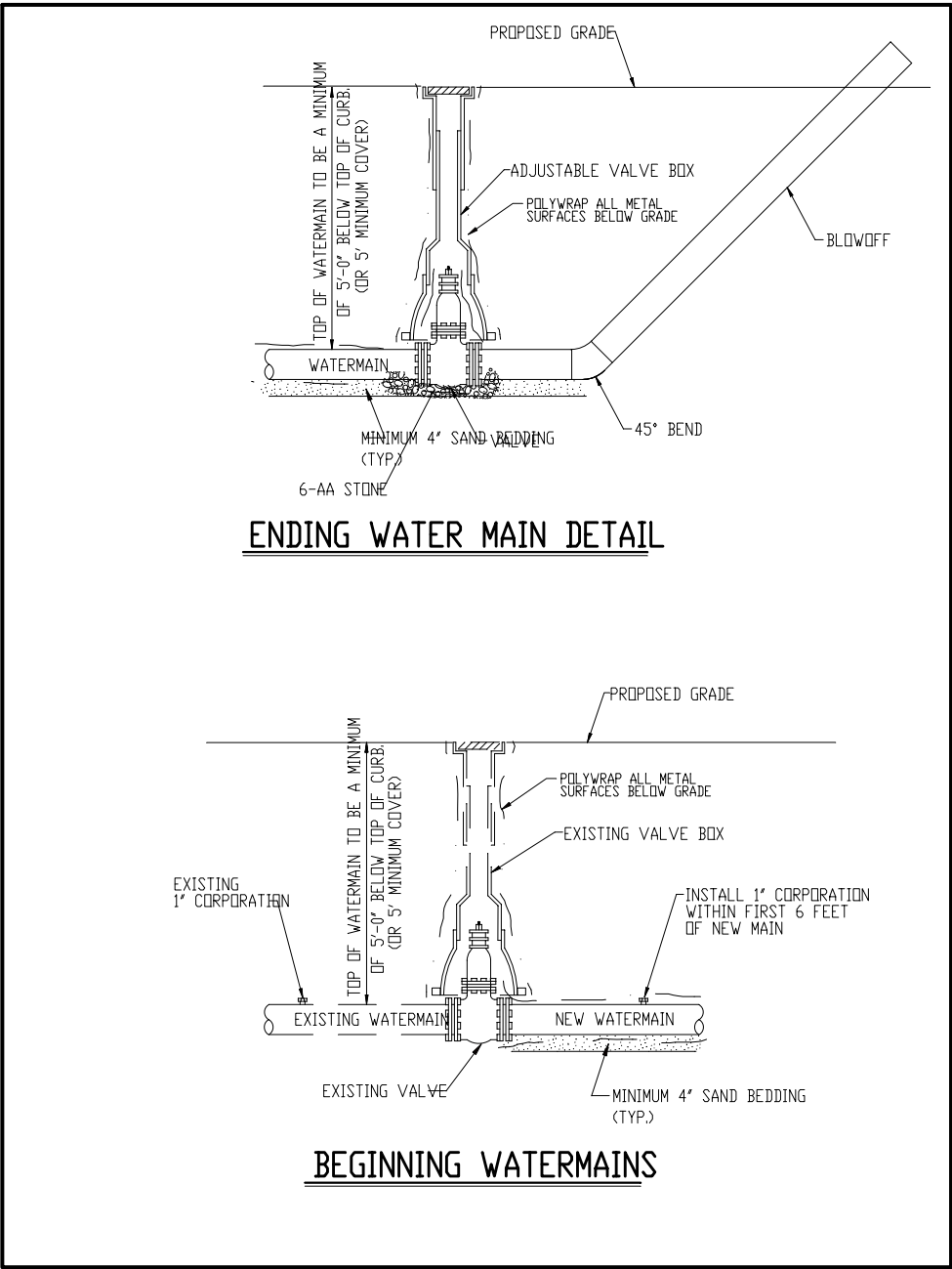
GENERAL NOTES

1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE TO CITY OF MIDLAND STANDARD SPECIFICATIONS.
2. FOR PROTECTION OF UNDERGROUND UTILITIES, THE CONTRACTOR SHALL DIAL 1-800-482-7171 A MINIMUM OF 3 WORKING DAYS PRIOR TO EXCAVATION IN THE VICINITY OF UTILITY LINES.
3. THE PROPOSED WATER MAIN SHALL BE INSTALLED A MINIMUM OF 10 FEET HORIZONTALLY AND 18 INCHES VERTICALLY FROM ALL EXISTING OR PROPOSED SEWERS
4. THE PROPOSED WATER MAIN SHALL BE INSTALLED A MINIMUM OF 5 FEET BELOW TOP OF CURB GRADE.
5. ALL WATER MAIN FITTINGS SHALL BE MECHANICAL RESTRAINED JOINTS. INSTALL FIELD LOCK GASKETS AS NOTED.



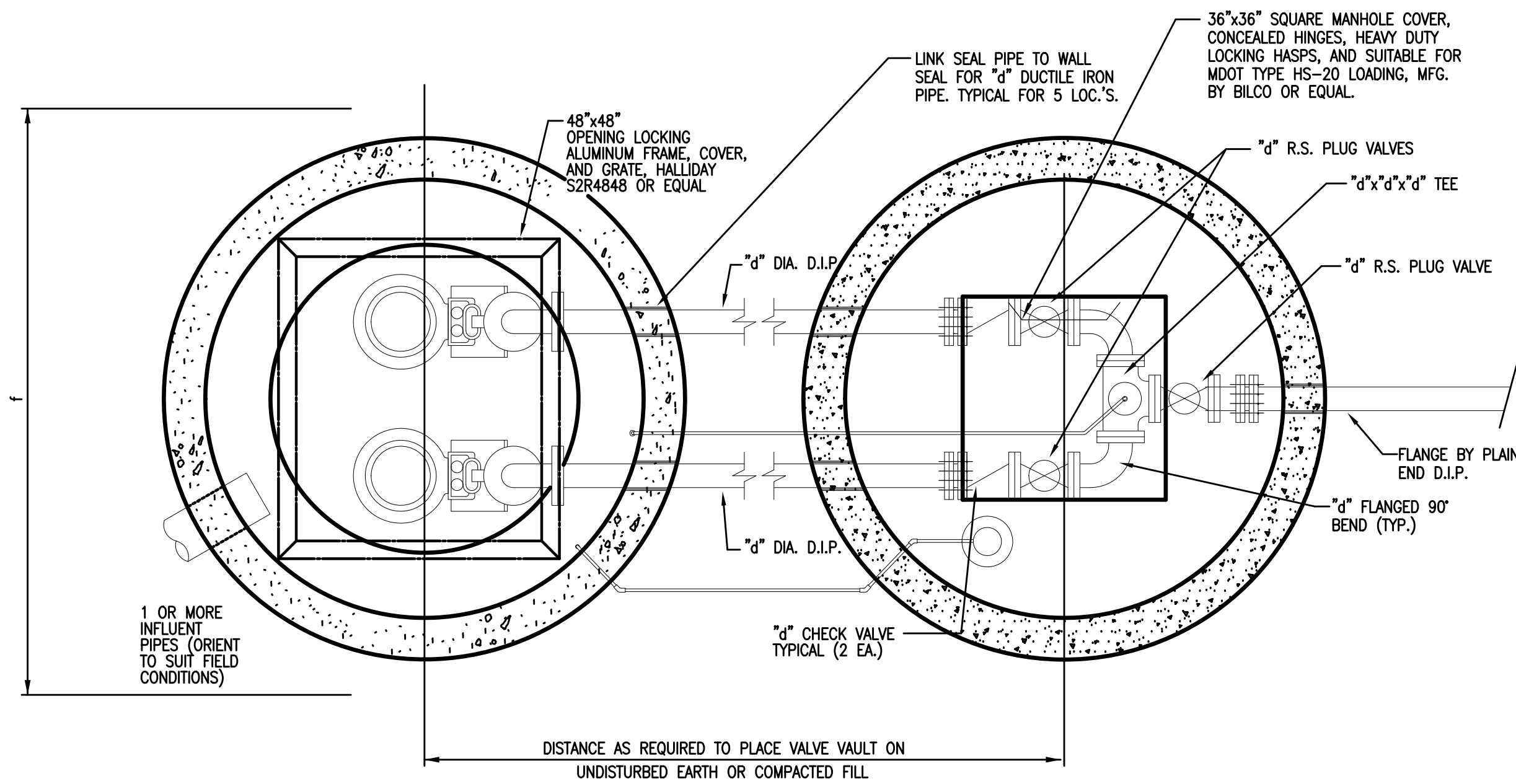
DATE	REVISIONS	DATE	REVISIONS	DATE	REVISIONS	FORESTVIEW CROSSINGS CITY OF MIDLAND, MI	
				03-03-17	PER CITY REVIEW COMMENTS	MONROE RD. SANITARY	
					CONTRACT NO.:		
					DGN. BY:	DR' BY:	
					SCALE: 1" = 40' HOR'. 1" = 4' VERT'.		SHEET 8 OF 11 SHEETS

CITY OF MIDLAND, MICHIGAN APPROVAL FOR CONSTRUCTION	CITY OF MIDLAND, MICHIGAN APPROVAL FOR CONSTRUCTION
CITY ENGINEER	DATE
SOIL EROSION AND SEDIMENTATION CONTROL ADMINISTRATOR	DATE



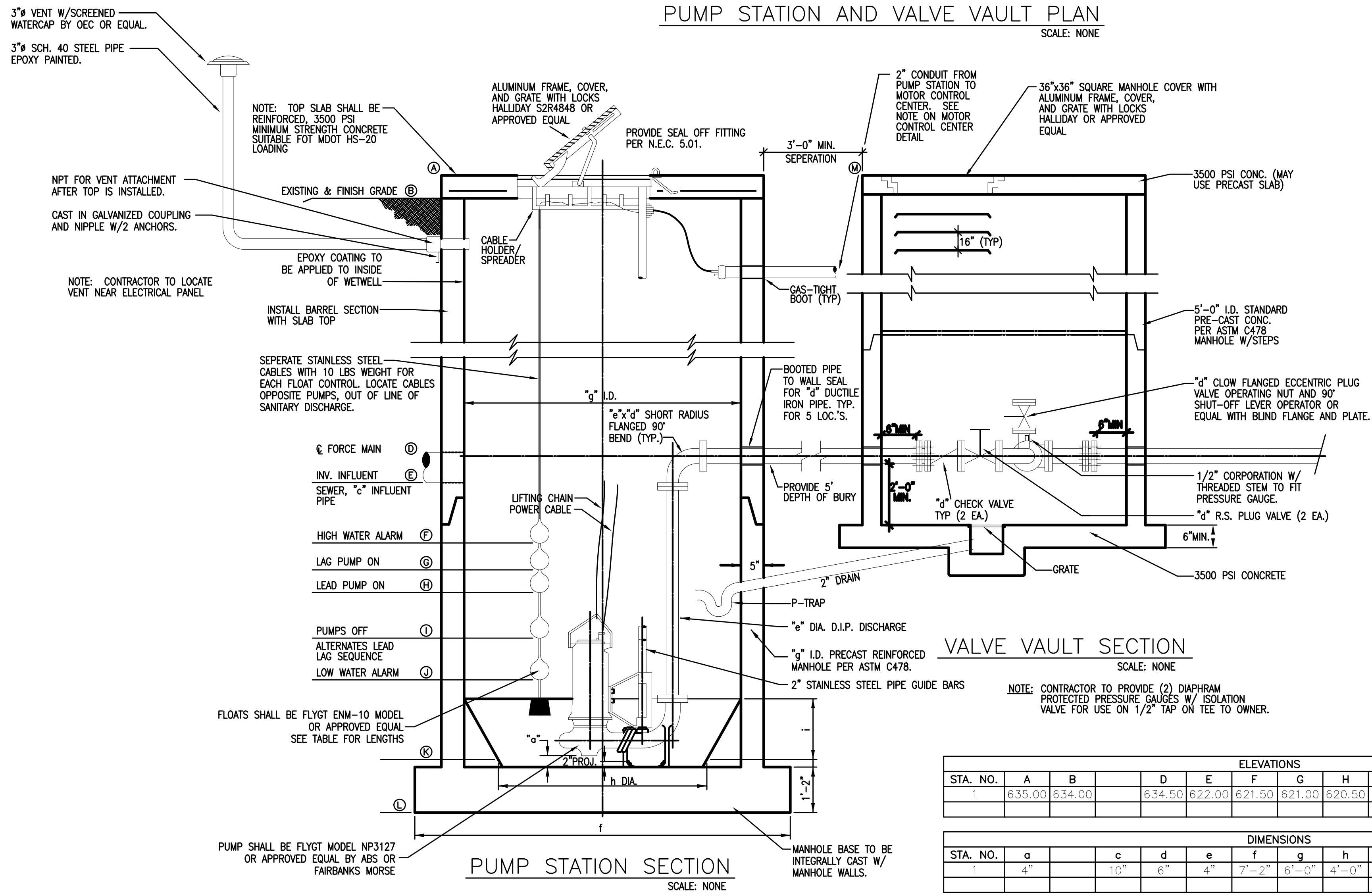
GENERAL NOTES

1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE TO CITY OF MIDLAND STANDARD SPECIFICATIONS.
2. FOR PROTECTION OF UNDERGROUND UTILITIES, THE CONTRACTOR SHALL DIAL 1-800-482-7171 A MINIMUM OF 3 WORKING DAYS PRIOR TO EXCAVATION IN THE VICINITY OF UTILITY LINES.
3. THE PROPOSED WATER MAIN SHALL BE INSTALLED A MINIMUM OF 10 FEET HORIZONTALLY AND 18 INCHES VERTICALLY FROM ALL EXISTING OR PROPOSED SEWERS
4. THE PROPOSED WATER MAIN SHALL BE INSTALLED A MINIMUM OF 5 FEET BELOW TOP OF CURB GRADE.
5. ALL WATER MAIN FITTINGS SHALL BE MECHANICAL RESTRAINED JOINTS. INSTALL FIELD LOCK GASKETS AS NOTED IN THE PLANS.



PUMP STATION AND VALVE VAULT PLAN
SCALE: NONE

- GENERAL NOTES:
1. ENCLOSED CIRCUIT BREAKERS SHALL BE LISTED AND LABELLED AS SUITABLE EFOR USE AS SERVICE EQUIPMENT.
 2. PROVIDE CIRCUIT BREAKERS AND THERMAL OVERLOAD ELEMENTS (HEATERS) PER THE NEC ARTICLE 430.
 3. MOUNT EQUIPMENT REFERENCE TO THIS NOT ON SUB-PANEL OF CONTORLS ENCLOSURE. ALLOW MINIMUM OF 20% SPACE ON SUB-PANEL FOR FUTURE EQUIPMENT.
 4. CIRCUIT BREAKER HANDLES SHALL PROJECT THROUGH FACE OF CONTROL ENCLOSURE.
 5. THE WETWELL IS CLASSIFIED AS A CLASS 1, DIVISION 1 LOCATION
 6. CONTROL PANEL ENCLOSURE TYPE, SIZE, AND LOCATION PER CITY OF MIDLAND WASTEWATER DEPARTMENT REQUIREMENTS.
 7. LIFTING CHAIN SHALL BE 5/16" STAINLESS STEEL
 8. SERVICE ENCLOSURE AND CONTROL PANEL TO BE PROVIDED AND INSTALLED BY CITY OF MIDLAND
 9. ACCESS HATCHES INTO THE VALVE VAULT SHALL BE PLACED TO PROVIDE EASY ACCESS TO OPERATE THE VALVES



VALVE VAULT SECTION
SCALE: NONE

PUMP STATION SECTION
SCALE: NONE

ELEVATIONS												
STA. NO.	A	B	D	E	F	G	H	I	J	K	L	M
1	635.00	634.00	634.50	622.00	621.50	621.00	620.50	617.50	617.00	615.00	613.00	635.00

DIMENSIONS												
STA. NO.	a	c	d	e	f	g	h	i				
1	4"	10"	6"	4"	7'-2"	6'-0"	4'-0"	1'-0"				

STA. NO.	CAP	G.P.M.	F.M.SIZE	F.M.LENGTH	STATIC HD	F.M.LOSS	STA.LOSS	T.D.H.	R.P.M.	H.P.	ELEC.SERVICE
1	180	6"	6"	8150'	8.0'	61.86"	2'	71.86'	1750	10	3ø, 60Hz

Velocity Calculations: 5.349 " inside diameter forcemain

$A = \pi r^2$	$Q = V \cdot A$	Solving for Velocity
$r = 0.22$ ft	$Q = 180.0$ gpm	$V = Q/A$
$A = 0.156$ ft ²	$= 0.40$ ft ³ /s	$V = 2.57$ ft/s

TDH Calculations:

$H_{static} = F_{M_{discharge}} - PS_{Mid}$ OR $F_{M_{discharge}} = 628.50$ ft $PS_{Mid} = 620.50$ ft $= 8.00$ ft	Time Effluent is in the pipe 9,513 Volume within the Forcemain (gal) 7.8 Hrs in Forcemain 15.2 Pumping Cycles for Average Flow Conditions
--	--

$H_{friction/minor} = 10.44 \cdot L \cdot V(gpm)^{1.85}$
 $C^{1.85} \cdot d(in)^{4.8655}$

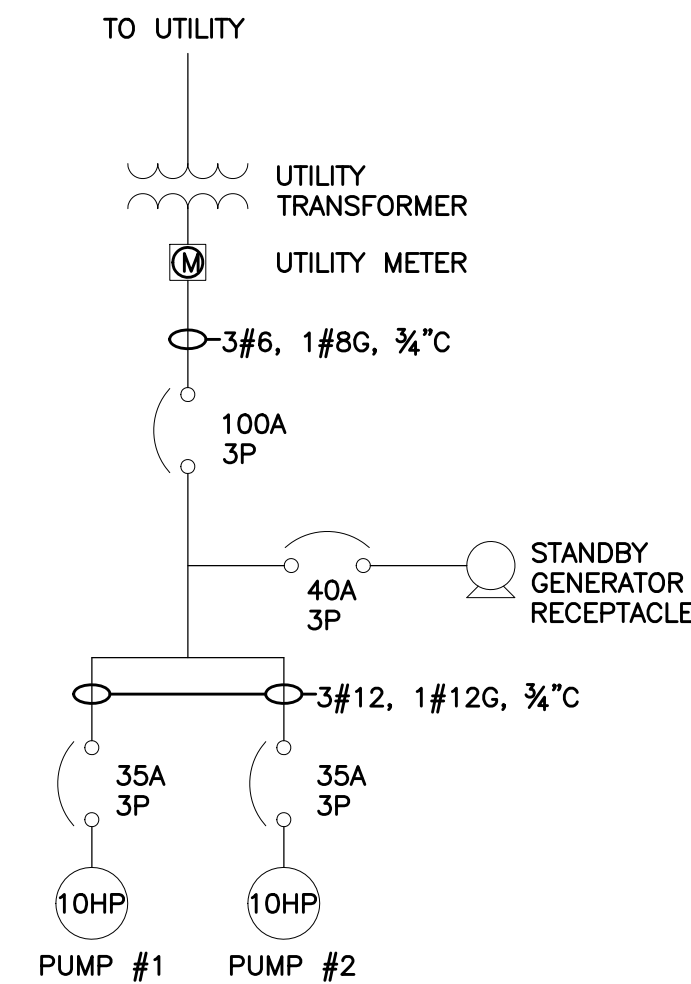
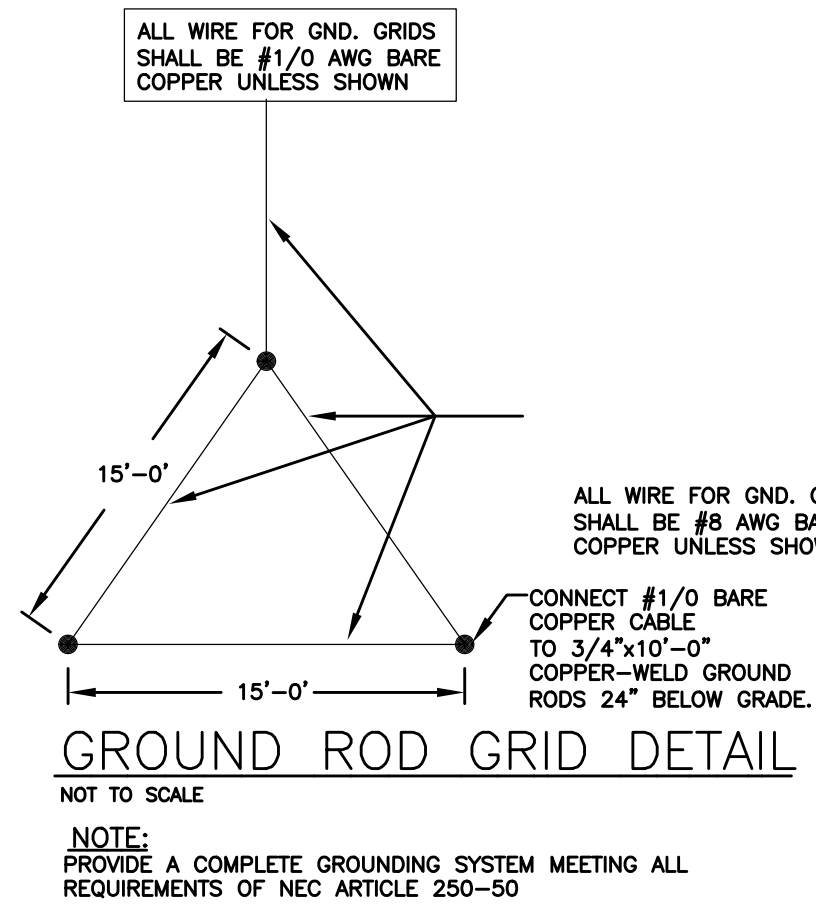
$H_{fr} =$	
$L = (X) \text{ feet} \cdot 1.2 \text{ (fittings)} = 9780$	
$X = 8150$	$C = 120$
	$ID (in) = 5.349$
	$V (gpm) = 180.0$
$H_{fr} =$	61.86 ft

TDH = $H_{static} + H_{friction/minor} = 69.86$ feet

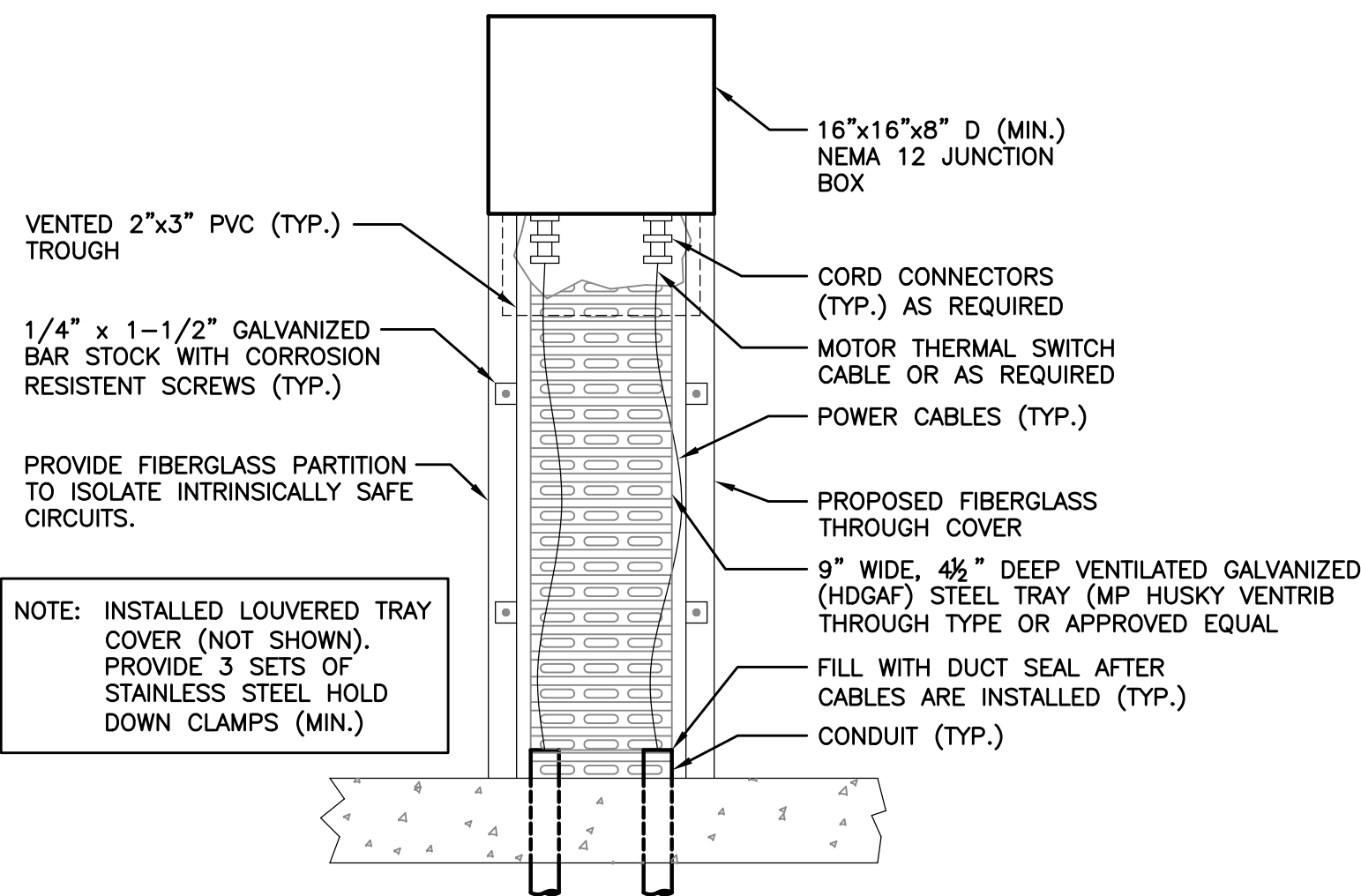
Length of Time to Fill the Wet Well			Peak Flow (Q, gpm) = Avg Flow * Peaking Factor		
Average Flow (Q, gpm)	20.2		Peak Flow (Q, gpm)	81	
Diameter of Wet Well - ft	6		Diameter of Wet Well - ft	6	
Volume of Wet Well per foot - ft ³	28.3		Volume of Wet Well per foot - ft ³	28.3	
Operating Range - ft	3		Operating Range - ft	3	
Volume of Wet Well - ft ³	84.8		Volume of Wet Well - ft ³	84.8	
Volume of Wet Well - gallons	627.7		Volume of Wet Well - gallons	627.7	
Time to fill (minutes)	31.1		Time to fill (minutes)	7.8	

Peaking Factor Calculation			Length of Time to Empty the Wet Well		
Equivalent Population = Average Flow (GPD)/100			Pump Flow (Q, gpm)	180.0	
Equivalent Population = 291			Size of Wet Well (LxW) - ft	6	
Peaking Factor = $(18 + ?P) / (4 + ?P)$			Operating Range - ft	3	
Peaking Factor = 4.0			Volume of Wet Well - ft ³	84.8	
			Volume of Wet Well - gallons	627.7	
			Time to empty (minutes)	3.5	

All information & calculations referenced from Recommended Standards for Wastewater Facilities 2004 Edition



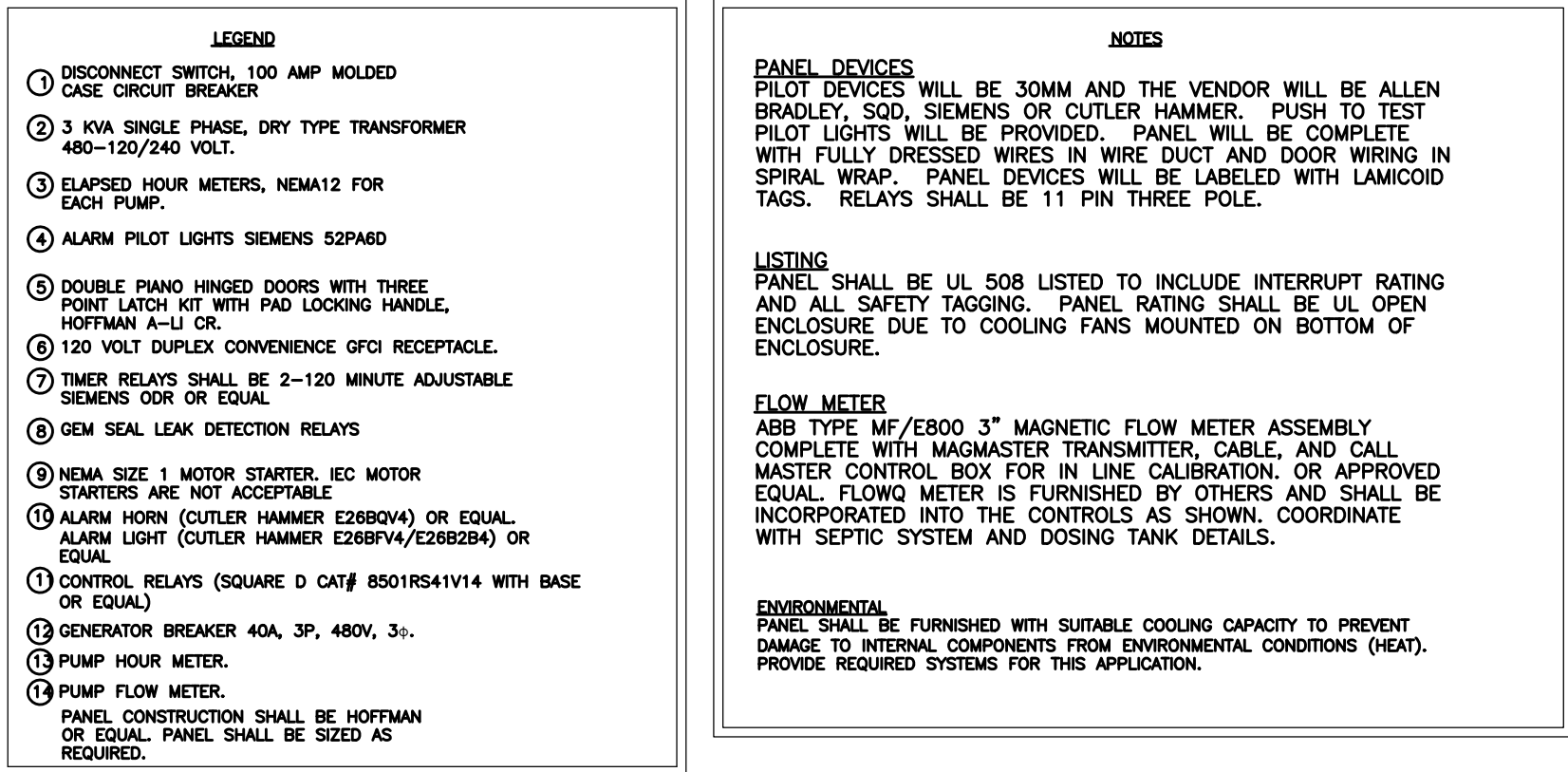
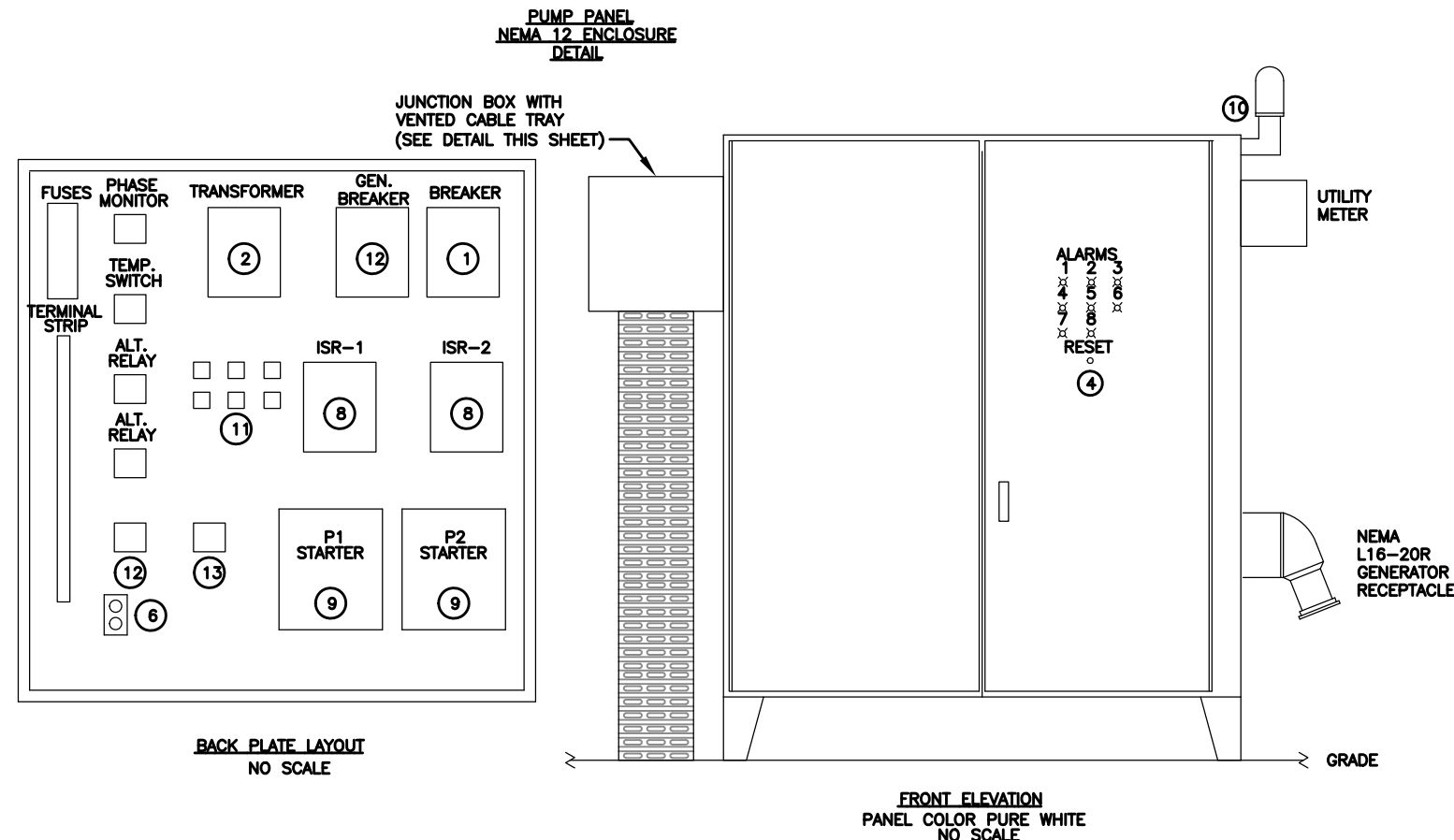
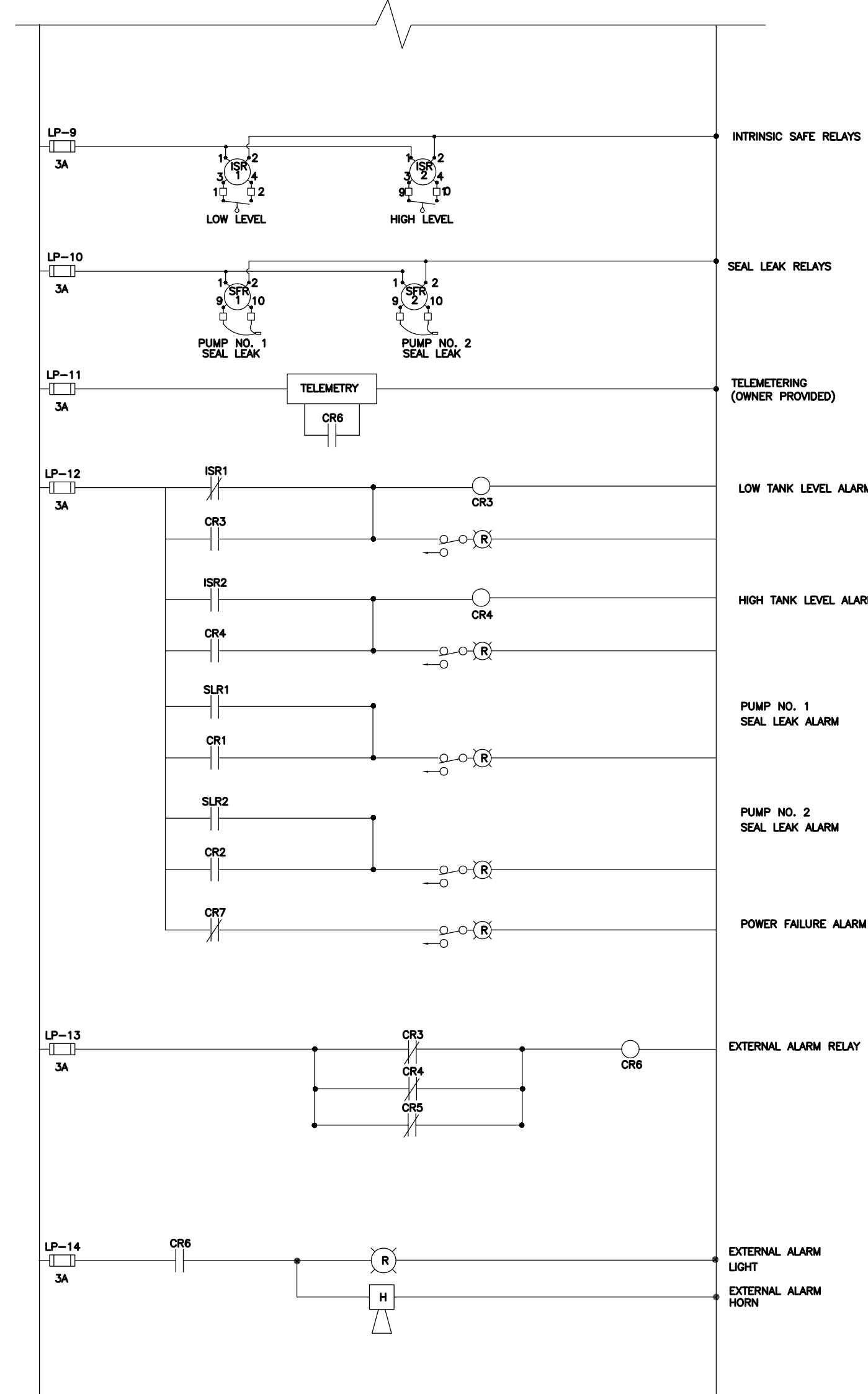
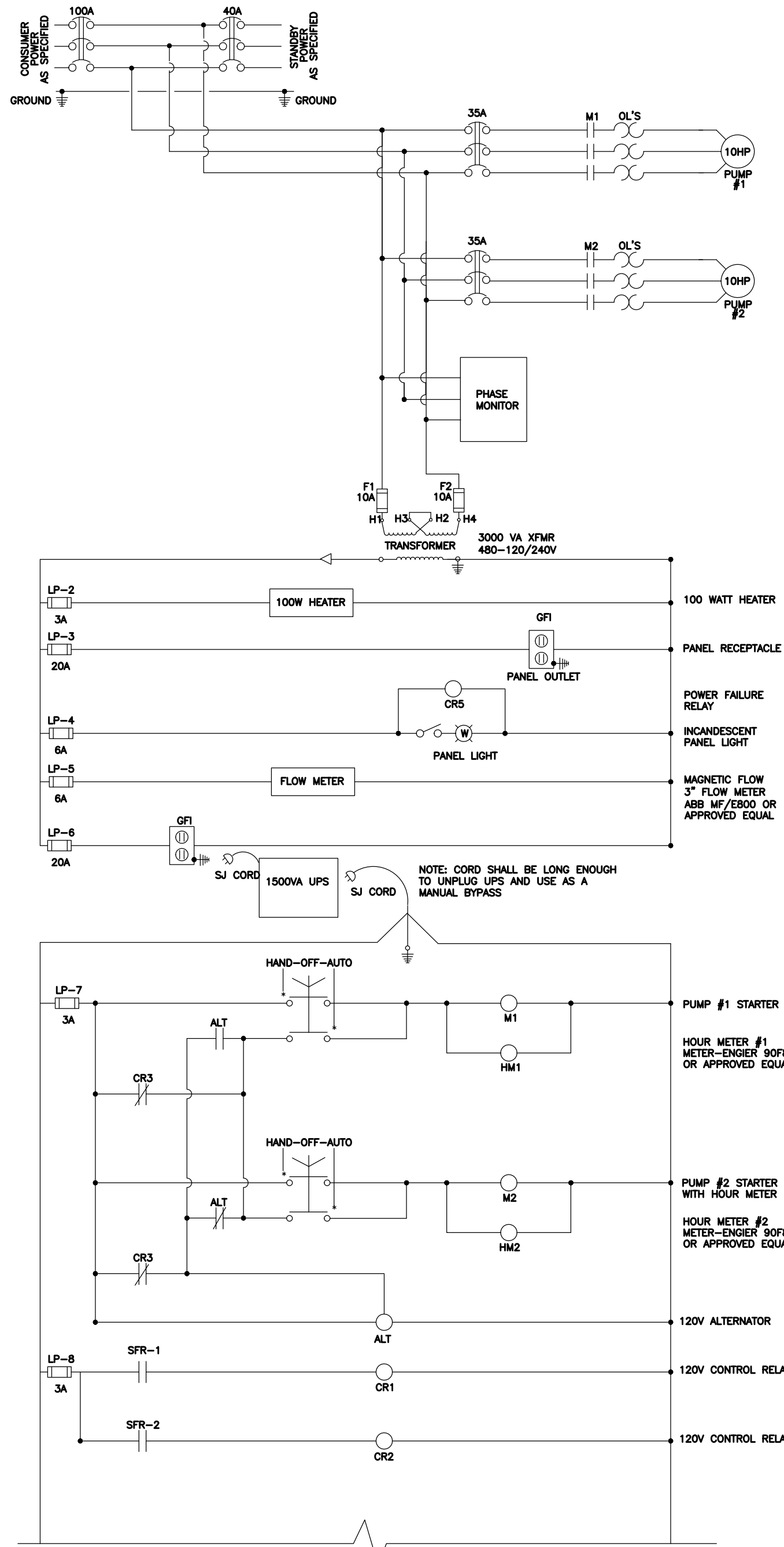
RISER DIAGRAM



CABLE ENTRY DETAIL

GENERAL ELECTRICAL NOTES

1. ALL ELECTRICAL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE NATIONAL ELECTRICAL CODE AND ALL LOCAL AND STATE CODES.
2. ALL MATERIAL SHALL BE NEW AND SHALL CONFORM TO THE STANDARDS OF THE UNDERWRITER'S LABORATORIES, INC., AND THE NATIONAL MANUFACTURERS ASSOCIATION.
3. ALL ELECTRICAL PERMITS AND INSPECTION FEES SHALL BE OBTAINED AND PAID FOR BY THE ELECTRICAL CONTRACTOR.
4. DRAWINGS ARE DIAGRAMMATIC ONLY AND INDICATE ONLY THE GENERAL ARRANGEMENT. SEE ARCHITECTURAL DRAWINGS FOR EXACT DIMENSIONS.
5. ELECTRICAL CONTRACTOR SHALL GUARANTEE ALL WORK AND MATERIALS FOR ONE YEAR EFFECTIVE THE DAY THE PROJECT IS ACCEPTED BY THE OWNER.
6. ELECTRICAL CONTRACTOR SHALL MAKE ALL ELECTRICAL POWER CONNECTIONS TO HVAC, PLUMBING AND OTHER EQUIPMENT AS REQUIRED.
7. A COMPLETE GROUNDING SYSTEM SHALL BE PROVIDED AND INSTALLED IN ACCORDANCE WITH ARTICLE 250 OF THE NEC, AND AS SHOWN ON THE DRAWINGS.
8. ALL CUTTING AND PATCHING OF WALLS AND FLOORS FOR ELECTRICAL EQUIPMENT SHALL BE THE RESPONSIBILITY OF THE ELECTRICAL CONTRACTOR.
9. CONDUCTORS SHALL BE COPPER RATED AT NOT LESS THAN 600 VOLTS. MINIMUM SIZE SHALL BE #12 AWG UNLESS OTHERWISE NOTED ON THE DRAWINGS. ALL WIRE #8 AWG AND LARGER SHALL BE STRANDED. ALL CONDUCTORS #10 AND SMALLER SHALL BE SOLID, UNLESS OTHERWISE NOTED.
10. BRANCH CIRCUIT CONDUCTORS SHALL BE TYPE THHN OR THWN AS REQ'D.
11. PROVIDE A PULL WIRE IN ALL EMPTY CONDUITS.
12. PROVIDE A TYPED DIRECTORY IN ALL PANEL BOARDS CLEARLY DESCRIBING THE LOCATION OF AND TYPE OF LOAD BEING SERVED FOR ALL CIRCUITS.
13. PROVIDE ENGRAVED PHENOLIC NAMEPLATES FOR ALL PANEL BOARDS AND DISCONNECT SWITCHES, WHITE LETTERS ON BLACK BACKGROUND.
14. FUSES 0 - 600 AMPS SHALL BE UL CLASS "RK-5" LOW PEAK DUAL ELEMENT TIME DELAY WITH 200,000 AMPERE INTERRUPTING RATING AS MANUFACTURED BY BUSS. UNLESS NOTED OTHERWISE.
15. VERIFY ALL REQUIREMENTS AND COORDINATE EXACT LOCATION OF INCOMING ELECTRICAL SERVICE WITH LOCAL POWER COMPANY PRIOR TO PROJECT START UP. NOTIFY ENGINEER OF ANY CHANGES.
16. ALL TERMINALS, SPLICING CONNECTORS, LUGS, ETC. SHALL BE IDENTIFIED FOR USE WITH THE MATERIAL (CU/AL) OF THE CONDUCTOR, SHALL BE RATED FOR 60/75°C AND SHALL BE PROPERLY INSTALLED.
17. THE ELECTRICAL CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL ELECTRICAL EQUIPMENT FROM FOREIGN MATERIAL DURING CONSTRUCTION (PAINT, SPACKLE, ETC.).
18. ALL WIRING SHALL BE INSTALLED IN GALVANIZED RIGID METAL CONDUIT.



SUBMERSIBLE PUMP CONTROL PANEL LAYOUT

NOT TO SCALE

DATE	REVISIONS	DATE	REVISIONS	DATE	REVISIONS	EASTMAN FORCEMAIN CITY OF MIDLAND, MI
						LIFT STATION ELECTRICAL DETAILS
						CONTRACT NO.:
						DGN. BY: DR' BY:
						SCALE: 1" = 40' HOR'. 1" = 4' VERT.
						SHEET 9 OF 10 SHEETS

CITY OF MIDLAND, MICHIGAN
APPROVAL FOR CONSTRUCTION

CITY OF MIDLAND, MICHIGAN
APPROVAL FOR CONSTRUCTION

CITY ENGINEER DATE

SOIL EROSION AND SEDIMENTATION CONTROL ADMINISTRATOR DATE

SUBMERSIBLE PUMP CONTROL WIRING DIAGRAM

NOT TO SCALE

Backup material for agenda item:

8. * Confirming the City Manager's reappointment of Paul Barbeau and Dave Kell to the Downtown Development Authority Board. TISDALE

SUMMARY REPORT TO MANAGER
for City Council Meeting of April 24, 2017

SUBJECT: DOWNTOWN DEVELOPMENT AUTHORITY REAPPOINTMENTS

RESOLUTION SUMMARY: This resolution confirms the City Manager's reappointment of Paul Barbeau and Dave Kell to the Downtown Development Authority.

ITEMS ATTACHED:

1. Letter of transmittal
2. Resolution

COUNCIL ACTION:

3/5 vote required to approve resolution

Selina Tisdale
Community Affairs Director



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

April 19, 2017

Jon Lynch, City Manager
City of Midland
Midland, MI 48640

Dear Mr. Lynch:

Attached is a resolution confirming your reappointment of Paul Barbeau and Dave Kell to the Downtown Development Authority (DDA) for four-year terms to expire May 1, 2021.

Paul Barbeau is President of the Great Lakes Loons and Dave Kell is the Director of Finance for the Midland Area Community Foundation. Both members were first appointed in January, 2013.

Please contact me if you have any questions.

Sincerely,

Selina Crosby Tisdale
Community Affairs Director

SCT:pw

Attachment



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

BY COUNCILMAN

RESOLVED, that in accord with Section 4 of Act 197 of 1975, the Downtown Development Authority Act, the City Council confirms the City Manager's reappointment of Paul Barbeau and Dave Kell to the Downtown Development Authority with terms expiring May 1, 2021.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, April 24, 2017.

Selina Tisdale, City Clerk

T:DDA reappt – Barbeau and Kell

Backup material for agenda item:

9. * Confirming the City Manager's reappointment of Jennifer Chappel and Dave Ginis to the Center City Authority Board. TISDALE

SUMMARY REPORT TO MANAGER
for City Council Meeting of April 24, 2017

SUBJECT: CENTER CITY AUTHORITY REAPPOINTMENTS

RESOLUTION SUMMARY: This resolution confirms the City Manager's reappointment of Jennifer Chappel and Dave Ginis to the Center City Authority.

ITEMS ATTACHED:

1. Letter of transmittal
2. Resolution

COUNCIL ACTION:

3/5 vote required to approve resolution

Selina Crosby Tisdale
Community Affairs Director



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

April 19, 2017

Jon Lynch, City Manager
City of Midland
Midland, MI 48640

Dear Mr. Lynch:

Attached is a resolution confirming your reappointment of Jennifer Chappel and Dave Ginis to the Center City Authority board for four-year terms to expire June 30, 2021.

Ms. Chappel is the Executive Director of the Midland County Habitat for Humanity and was first appointed in August, 2013. Mr. Ginis is the owner of Ginis Goldsmiths Studio & Gallery on the Ashman Circle and was first appointed to the newly-created board in August, 2008.

Please contact me if you have any questions.

Sincerely,

Selina Crosby Tisdale
Community Affairs Director

SCT:pw

Attachment



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

BY COUNCILMAN

RESOLVED, that in accord with Sect. 30-16(a) of the Code of Ordinances, the City Council confirms the City Manager's reappointment of Jennifer Chappel and Dave Ginis to the Center City Authority board with terms expiring June 30, 2021.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, April 24, 2017.

Selina Tisdale, City Clerk

T: CCA reappt – Chappel and Ginis

Backup material for agenda item:

10. * Appointing Stephanie Andreasen to the Library Board. BARNARD

SUMMARY REPORT TO MANAGER
for the City Council Meeting of April 24, 2017

SUBJECT: APPOINTMENT TO THE LIBRARY BOARD

**RESOLUTION
SUMMARY:**

This resolution appoints Stephanie Andreasen as a citizen-at-large member on the Library Board.

**ITEMS
ATTACHED:**

1. Letter of Transmittal
2. Resolution

**COUNCIL
ACTION:**

3/5 vote required to approve resolution

Melissa Barnard
Library Director



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

April 19, 2017

Jon Lynch, City Manager
City of Midland
Midland, MI 48640

Dear Jon:

Attached is a resolution that appoints Stephanie Andreasen as a citizen-at-large member to the Library Board. Steven Markey, whose term expires June 30, has chosen not to be reappointed.

On May 19, 2016, Mayor Pro Tem Marty Wazbinski and Councilman Tom Adams interviewed five candidates to fill a vacancy on the Library Board that occurred with the death of Library Board member Lucille Cronin. Ann Moe was appointed to fill that vacancy. The appointment worksheet from May 19th ranking the candidates is still valid and Ms. Andreasen, being next in the ranking behind Ann Moe, is still interested and available to serve on the board.

Attached is a resolution that appoints Stephanie Andreasen to the Library Board for a term beginning July 1, 2017 and expiring June 30, 2020.

Sincerely,

Melissa Barnard
Library Director

MB:pw



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

BY COUNCILMAN

RESOLVED, that Stephanie Andreasen is hereby appointed as a citizen-at-large member of the Library Board for a term beginning July 1, 2017 and expiring June 30, 2020.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, April 24, 2017.

Selina Tisdale, City Clerk

Backup material for agenda item:

11. * Approving the request of the Michigan Baseball Foundation - Momentum Midland Initiative to conduct Movies on Main on Wednesday evenings June 7 through August 9. MCMANUS

SUMMARY REPORT TO CITY MANAGER
for City Council Meeting of April 24, 2017

SUBJECT: MOVIES ON MAIN

INITIATED BY: City of Midland Engineering Department

RESOLUTION SUMMARY:

The attached resolution approves the request of the Michigan Baseball Foundation – Momentum Midland Initiative to conduct Movies on Main on Wednesday evenings from June 7 through August 9, 2017.

ITEMS ATTACHED:

1. Letter of transmittal
2. Letter of request
3. Resolution

CITY COUNCIL ACTION:

3/5 vote required to approve resolution

SUBMITTED BY: Brian McManus, City Engineer



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax

April 18, 2017

Jon Lynch, City Manager
City of Midland
Midland, MI 48640

Dear Mr. Lynch:

Attached please find a request from the Michigan Baseball Foundation – Momentum Midland Initiative seeking permission to conduct Movies on Main on Wednesday evenings from June 7 through August 9, 2017, utilizing the public right-of-way and amplified sound. The Administrative Staff has reviewed the request and recommends approval subject to the following conditions:

- The responsible party and contact number for the event dates is Chelsea Rowley, 989-837-1226.
- A Certificate of Liability Insurance in the amount of \$1,000,000 per occurrence, \$2,000,000 aggregate, with the City of Midland named as Additional Insured must be submitted to the City Engineer's Office as soon as possible. You may fax it to 989-837-5708.
- Engineering will write Traffic Control Order for road closures.
- The Department of Public Services will provide barricades per Engineering's Traffic Control Order. Event organizers are responsible for placing them in the roadway and removing them.
- Organizer may want additional trash receptacles. If so, call Parks Department, 989-837-6930. They could put two or three event cans (green 95 gallon carts) at Ace hardware for the first event and leave them there for the duration of the summer. Someone would have to roll the carts to the street once a week to be emptied.

Attached for your consideration is a resolution which will grant approval of the request. The resolution also grants authority to the Administrative Staff to approve future requests if conducted in substantially the same manner.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Brian P. McManus
City Engineer

BPM:pp



City of Midland
333 W. Ellsworth * Midland, MI 48640
Main: (989) 837-3300 General Questions: cityhall@midland-mi.org

EVENT APPLICATION

Sponsoring Organization MBF Contact Person/Position Chelsea Rowley

Please describe your organization Michigan Baseball Foundation - MoMid Non-profit organization ☒ Y / ☐ N

Phone (989) 837-1226 E-Mail Crowley@momentum-midland.org

Address 825 E. Main St. City MIDLAND State MI Zip 48640

Name of Proposed Event MOVIES ON MAIN

Brief Description of Event OUTDOOR FILMS IN DOWNTOWN MIDLAND OUTSIDE OF ACE HARDWARE

Requested Date(s) of Use Wed Nights 6/1 - 8/9 Requested Time(s) of Use 8:00PM - 12:00 AM Is this a repeat event? YES

Proposed Event Timeline: Setup to Begin 7:30 PM Duration of Event 8:00PM - 11:00 Clean up to End 11:00 - 12 AM

Requested Location Cronkright St. Will you charge admission? NO No. of Participants Expected 200

What type of event are you hosting?
Run/Walk ☐ Park Event ☐ Downtown Event ☒ Block Party/Street Closure ☒ Other ☐

Street Closures: Are you requesting any street closures ☒ Y / ☐ N Time Streets Closed 7:30 PM Time Streets Reopened 11:30 PM

Please describe: Close the section of Cronkright St. that is closest to ACE HARDWARE'S PROPERTY

Tents: Will you be utilizing tents and if so, what size are your tents? NO

Concessions: Who will provide? ACE Will you apply to serve alcohol? NO

Power: What are your electrical needs? N/A

Amplified Sound: Will you be utilizing amplified sound? YES How will sound be amplified? SPEAKERS

Restrooms: Will you be providing additional restroom facilities above what is already offered at the requested location? NO
If so, who will provide this service? _____

Park Shelters: If you are holding your event in a park, will you be reserving a park shelter for your event? NO

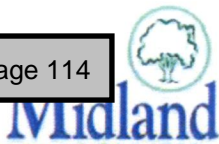
Other Requests: Please note that other elements of your event may require additional approval. Do you have additional requests (i.e. fireworks, etc.) _____

Equipment Rental: The City of Midland offers equipment for a fee based on availability. Please contact the Parks and Recreation Office at 989-837-6930 for additional information on rental fees. Are you interested in utilizing any of the following?

<input type="checkbox"/> Mobile Stage	<input type="checkbox"/> Metal Fencing	<input type="checkbox"/> Traffic Control Devices
<input type="checkbox"/> Trash Receptacles	<input type="checkbox"/> Picnic Tables	(Cones, barricades)
		<input type="checkbox"/> Other

Payment: Equipment rental fees must be paid in advance of event. The organization representative may receive an invoice for additional City services after completion of the event based on the final utilization of staff and resources at the event.

Submittal: Please submit the completed form to Paula Pomaville at ppomavil@midland-mi.org. A map, sketch of event layout, race route or other map must be included with this application.



OTHER ITEMS TO NOTE

- Some events may require City Council approval. It is recommended that you submit your request at least two months in advance of your event.
- Depending on the event, a certificate of special event liability insurance in the amount of \$1,000,000 per occurrence, \$2,000,000 aggregate, with the City of Midland named as an Additional Insured may be required.
- No markings of any kind (i.e. paint, spray paint, spray chalk, chalk, etc.) are permitted on the trail route surfaces.
- The City will review need for cost recovery for City expense if event requires unique or non-standard efforts on the City's part for any necessary set-up or clean-up of the area by the City.
- The use of the parks and city areas is non-exclusive. There is a potential for bystanders to view/attend your event.
- Events are not allowed to be conducted on the Tridge.
- You must contact the Parks office at least one week in advance of the event for location of tents if you choose to use them. Parks and Recreation does not provide tents. There is a \$25 fee for tent location services. The Fire Department requires that all tents 400 sq. feet and larger will require additional permits. Please contact the Fire Department for this information.
- Any decorations must not hinder other users of the surrounding areas and all must be removed after the event. It is understood that you are fully responsible for any and all decorations, and items used at the event site.
- It is recommended that someone should be in attendance at the site at all times or a security service is attained.
- It is also understood your group will be responsible for the cleanup and disposal of refuse, leaving the site in the same or better condition than found.
- No event can be scheduled in the Farmer's Market area on Wednesdays and Saturdays, May-October, from 6:00 a.m. - 3:00 p.m.
- The Tridge area, Chippewassee Park and Emerson Park periodically encounter flooding.
- There are no permanent restroom facilities at Chippewassee Park or the Central Park Band Shell. Your guests will have to use a portable restroom located at the site.

RELEASE AND HOLD HARMLESS

It is agreed by the organization using the facilities that it will be responsible for any damage to property. It is further agreed that the signing party will hold the City of Midland harmless for any damage or injury that the organization, its participants or spectators might incur during its use of the above named facilities.

It is further agreed by the organization that all debris deposited during the use of the above named facility shall be picked up and properly disposed of. Any damage will result in additional fees.

Signature of Applicant:

Chelsea Rae Dowley

Date: 3/29/17



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax

BY COUNCILMAN

RESOLVED, that the request from the Michigan Baseball Foundation – Momentum Midland Initiative seeking permission to conduct Movies on Main on Wednesday evenings from June 7 through August 9, 2017, utilizing the public right-of-way and amplified sound, is hereby approved subject to the following conditions:

- The responsible party and contact number for the event dates is Chelsea Rowley, 989-837-1226.
- A Certificate of Liability Insurance in the amount of \$1,000,000 per occurrence, \$2,000,000 aggregate, with the City of Midland named as Additional Insured must be submitted to the City Engineer's Office as soon as possible. You may fax it to 989-837-5708.
- Engineering will write Traffic Control Order for road closures.
- The Department of Public Services will provide barricades per Engineering's Traffic Control Order. Event organizers are responsible for placing them in the roadway and removing them.
- Organizer may want additional trash receptacles. If so, call Parks Department, 989-837-6930. They could put two or three event cans (green 95 gallon carts) at Ace hardware for the first event and leave them there for the duration of the summer. Someone would have to roll the carts to the street once a week to be emptied.

; and

RESOLVED FURTHER, that the Administrative Staff is hereby authorized to approve future requests for the event provided it is conducted in substantially the same manner.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, April 24, 2017.

Selina Tisdale, City Clerk

Backup material for agenda item:

12. * Replacement of the West End Roof at Washington Woods. KAYE

**SUMMARY REPORT TO CITY MANAGER
For City Council Meeting of 4-24-17**

SUBJECT: Replacement of West End Roof at Washington Woods

PETITIONER: Washington Woods

SUMMARY: THIS RESOLUTION AUTHORIZES A PURCHASE ORDER TO BRANDLE ROOFING OF MIDLAND, MI FOR \$147,200.00 FOR THE PURPOSE OF REPLACING THE WEST END ROOF AT WASHINGTON WOODS.

ITEMS ATTACHED:

1. Letter to City Manager
2. Bid Tabulation for Bid No. 3856
3. Resolution for City Council Action

CITY COUNCIL ACTION:

1. Public hearing is not required.
2. 3/5 vote required to approve resolution.



C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

4-24-17



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

April 19, 2017

Jon Lynch, City Manager
City Hall – 333 West Ellsworth Street
Midland, Michigan

Dear Mr. Lynch:

Washington Woods is currently undergoing asbestos abatement and apartment renovation in the original 1977 west end of the building. This not only includes resident apartments, but also includes the public spaces of the west end of the building. Washington Woods is privileged and grateful to have received financial support from The Herbert H. and Grace A. Dow Foundation, the Gerstacker Foundation and the Strosacker Foundation for this project.

In conjunction with the renovation project, it was also planned during the 2017 budgeting process to replace the west end roof. The original 1977 roof is made of docks planking, insulation and tar stone mix. In 1996, felt was added with single-ply rubber roofing with stone ballast on top. The original roof is 40 years old and the second layer is 21 years old. The roofing material is no longer sufficiently able to protect the building and has had annual repairs for leaking and water damage inside Washington Woods as far back as 2011. Proactively replacing the roof now will give the newly remodeled west end apartments and public spaces additional security against water damage into the future.

Following budget approval, requests for proposals (RFPs) were sought for the replacement of the west end roof. On April 11th, 2017, sealed proposals were publicly opened and read by the Assistant Controller for Bid No. 3856 for the replacement of the west end roof at Washington Woods. Five proposals were received in response to the bid invitation. Of those five, one bid (Great Lakes Roofing) was disqualified as it failed to provide sufficient product and pricing detail and therefore did not meet minimum bid specifications. The bid tabulation table is attached showing all bids received.

Brandle Roofing of Midland provided the low bid based on the desired results for this project and staff has determined that they are able to do the roof replacement. Their original bid total was \$133,040.00. This represented a 45 mil roof thickness and a 15-year warranty. A roof thickness of 60 mil is better suited to a project of this size, however, and a 20-year warranty is preferred. These changes increased the base bid amount to \$143,600 with an additional charge of \$3,600.00 for the additional 5 years of warranty. Both of these are desirable for our purposes and are recommended for inclusion in the contract award. Brandle Roofing remains the low bid with these changes.

Washington Woods West End Roof Replacement

Based on the above, it is recommended that City Council accept the proposal submitted by Brandle Roofing of Midland for the replacement of the west end roof and authorize the Assistant Controller to issue a purchase order in the amount of \$147,200.00.

As the roof is original with an additional layer added later, currently unforeseen challenges and resulting expenses are possible during this project. Additional contingency funding up to \$20,000.00 total is therefore recommended to be utilized only under the authority of the City Manager. A 3/5 vote is required to approve the attached resolution.

Respectfully,



C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

Tiffany Jurgess
Assistant Controller

CITY OF MIDLAND, MICHIGAN**TABULATION FOR BID #3856****RFP: WASHINGTON WOODS ROOF REPLACEMENT**

April 11, 2017

<u>BIDDER</u>	<u>LUMP SUM</u>
Brandle Roofing	\$133,040.00
Great Lakes Roofing	\$134,375.00
Kawkawlin Roofing	\$150,200.00
Mid-Michigan Roofing	\$184,372.00
Roy E. Woods	\$289,448.00
Roy E. Woods Alternate	\$293,400.00



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

BY COUNCILMAN

WHEREAS, sealed proposals were advertised and received in accord with Article II of Chapter 2 of the Midland Code of Ordinances for replacement of the west end roof at Washington Woods, Bid No. 3856; and

WHEREAS, sufficient funds are included in account # 536.9120.97.020, Capital Outlay Buildings and Additions of the approved 2016/17 Washington Woods budget; now therefore

RESOLVED, that the low sealed proposal meeting desired City specifications submitted by Brandle Roofing of Midland for replacement of the west end roof at Washington Woods in their Response to Bid No. 3856 is hereby accepted; and

RESOLVED FURTHER, that the Assistant Controller is authorized to issue a purchase order in the amount of \$147,200.00 to Brandle Roofing of Midland in accord with this resolution and City specifications; and

RESOLVED FURTHER, that the City Manager is authorized to approve change orders in an aggregate amount not to exceed \$20,000.00; and

RESOLVED FURTHER, that the City Manager is authorized to execute any associated documents in accordance with the proposal and City of Midland specifications once prepared by and/or approved by the City Attorney.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yeavote of all the Councilmen present at a regular meeting of the City Council held Monday, April 24, 2017.

Selina Tisdale, City Clerk

Bid No. 3856

Washington Woods West End Roof Replacement

Backup material for agenda item:

13. * Replacement of the walk-in refrigerator and freezer system at Washington Woods. KAYE

**SUMMARY REPORT TO CITY MANAGER
For City Council Meeting of 4-24-17**

SUBJECT: Washington Woods Refrigerator and Freezer System Replacement

PETITIONER: Washington Woods

SUMMARY: THIS RESOLUTION AUTHORIZES REPLACEMENT OF THE WASHINGTON WOODS WALK-IN REFRIGERATOR AND FREEZER SYSTEM USING COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS AND AUTHORIZES A PURCHASE ORDER TO HAYES MECHANICAL FOR \$26,249.00.

ITEMS ATTACHED:

1. Letter to City Manager
2. Bid Tabulation for Bid No. 3866
3. Resolution for City Council Action

CITY COUNCIL ACTION:

1. 3/5 vote required to approve resolution.



C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

4-24-17



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

April 19, 2017

Jon Lynch, City Manager
City Hall – 333 West Ellsworth Street
Midland, Michigan

Dear Mr. Lynch:

Historically, Washington Woods has applied for and has been approved on many occasions for Community Development Block Grants (CDBG). These funds are appreciated as they have enhanced the lives of the residents who reside at Washington Woods. The current FY 2016/17 budget for Washington Woods includes CDBG funds awarded by City Council in May of 2016 for the replacement of the refrigerator and freezer at Washington Woods.

The food program at Washington Woods serves meals to approximately 100 residents Monday through Friday. The meal services are provided through a food contractor that staffs employees who work in the kitchen daily. Part of our agreement with the food contractor is to provide their staff with reliable working equipment so that they can best serve the residents at Washington Woods. It is also important to maintain the equipment in such a way that Senior Housing passes all Midland County Health Department inspections.

The refrigerator and freezer at Washington Woods have been in place since 1984. Although there have been some upgrades to the systems over time, they have reached their end-of-life expectancy. To maintain and continue the food program, replacing both the fridge and freezer at this time is necessary.

To meet the needs of the food program and maintain compliance with Health Department standards, replacement of the refrigerator and freezer was formally requested through the CDBG program in January of 2016. Based upon a supportive recommendation of the Housing Commission, City Council allocated \$30,000.00 in CDBG funding towards this need in the FY 2016/17 budget year. This funding covers replacement of the entire walk-in cooler and freezer enclosures as well as replacing the refrigeration and freezing mechanics (compressors, condensers, and all associated piping and plumbing).

On April 11th, 2017, sealed proposals were publicly opened and read for Bid No. 3866 for the Washington Woods refrigerator and freezer. Three companies submitted two proposals each; proposal #1 for replacement and updating of internal parts only and proposal #2 that included replacement of the walk-in cooler and freezer boxes (as they are rusting). Hayes Mechanical of Saginaw, MI was the lowest bid for proposal #2 for full replacements and it has been determined they are able to meet all required bid specifications within the approved budget limits. The bid tabulation table is attached showing all bids received.

WW Refrigerator and Freezer Replacement CDBG Funds

It is recommended that City Council accept the proposal submitted by Hayes Mechanical of Saginaw, MI for the Washington Woods refrigerator and freezer replacement and approve a purchase order in the amount of \$26,249.00 to Hayes Mechanical.

Respectfully,

A handwritten signature in blue ink that reads "C. Bradley Kaye". The signature is written in a cursive, flowing style.

C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

**Bid 3866: RFP Refrigerator & Freezer System
Washington Woods**

<u>Vendor</u>	<u>Proposal #1</u>	<u>Proposal #2</u>
Hayes Mechanical	\$ 11,574.00	\$ 26,249.00
JE Johnson	\$ 22,000.00	\$ 41,700.00
Wise Heating & Cooling	\$ 25,660.00	\$ 39,922.00



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

BY COUNCILMAN

WHEREAS, Washington Woods is in need of replacing an original 1984 refrigerator and freezer; and

WHEREAS, Washington Woods has been approved to use up to \$30,000.00 of Community Development Block Grant (CDBG) funding for the refrigerator and freezer replacement; and

WHEREAS, sufficient funds are included in account # 536.9120.97.025, Capital Outlay Equipment of the approved 2016/17 Washington Woods budget; now therefore

RESOLVED, that the low sealed bid proposal meeting City specifications submitted by Hayes Mechanical, of Saginaw, MI for full replacement of the refrigerator and freezer in their response to Bid No. 3866 is hereby accepted; and

RESOLVED FURTHER, that the Assistant Controller is authorized to issue a purchase order in the amount of \$26,249.00 to Hayes Mechanical of Saginaw, MI in accord with this resolution and City of Midland specifications; and

RESOLVED FURTHER, that the City Manager is authorized to approve change orders modifying or altering this contract in an aggregate amount not to exceed \$3,751.00; and

RESOLVED FURTHER, that the City Manager is authorized to execute any associated documents in accordance with the proposal and City of Midland specifications once prepared by and/or approved by the City Attorney.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yeas vote of all the Councilmen present at a regular meeting of the City Council held Monday, April 24, 2017.

Selina Tisdale, City Clerk

Backup material for agenda item:

14. * Purchase Order increase to CTI for Engineering/Compliance support. SOVA

SUMMARY REPORT TO MANAGER
For City Council Meeting of April 24, 2017

SUBJECT: LANDFILL – PURCHASE ORDER INCREASE FOR GENERAL
ENGINEERING

INITIATED BY: Joseph Sova, Utilities Director

RESOLUTION SUMMARY: This resolution authorizes an increase of \$50,000.00 to the existing purchase order amount of \$80,000.00 to CTI and Associates, Inc. of Wixom, bringing the total purchase order to \$130,000.00, in accord with Sec. 2-19 of the Code of Ordinances for the City of Midland, to continue providing general engineering services and on-going regulatory compliance initiatives at the Landfill.

ITEMS ATTACHED:

1. Letter of transmittal
2. Resolution

COUNCIL ACTION:

1. 3/5 vote required to approve resolution.



Utilities Department • 333 West Ellsworth Street • Midland, Michigan 48640-5132 • (989) 837-3341 • CitizenCommentsWater@midland-mi.org

April 19, 2017

Jon Lynch, City Manager
Midland, Michigan

Re: LANDFILL – PURCHASE ORDER INCREASE FOR GENERAL ENGINEERING

Dear Mr. Lynch:

The City of Midland Landfill is highly regulated by the Michigan Department of Environmental Quality (MDEQ), and as a minimum, enforces EPA (Environmental Protection Agency) regulations in Michigan. Within the MDEQ, there are a number of Divisions to which the City is accountable, including Air Quality and the Office of Waste Management and Radiological Protection (Solid Waste).

At the February 15, 2016 City Council meeting, staff received authorization to fund emergency support fighting a sub-surface fire at the Landfill. The fire was contained and did not damage the Landfill cell liner or gas collection and leachate removal piping systems. In November 2016, MDEQ and staff began discussing the fire in detail. The end result of the discussions was a notice of violation from the MDEQ Air and Solid Waste Divisions, related to various reporting and the fire itself. MDEQ personnel requested numerous documents and a thorough evaluation of the site compliance program.

The City's Landfill engineering consultant, CTI and Associates, Inc. (CTI), was brought in to support Landfill staff with the research and response to the areas of non-compliance noted in the violation. Initial responses to the MDEQ have led to further requests, and work continues to respond to each inquiry. The level of CTI support is above the amount required in a typical year, and has led to early depletion of the purchase order increase Council had approved at its February 13, 2017 meeting.

Staff and CTI have determined that a purchase order increase of \$50,000.00 will fund the Landfill's regulatory compliance and operational obligations for the balance of the 2016/17 fiscal year, bringing the total purchase order amount to \$130,000.00.

Funding is available for this purpose in the 2016/17 Landfill budget, combining accounts 517.8110.80.002 – Professional Services and 517.8110.81.004 – Testing. The attached

resolution has been prepared to increase the purchase order with CTI, in accord with Sec. 2-19 of the Code of Ordinances for the City of Midland.

Respectfully submitted,



Joseph Sova, Utilities Director

Tiffany Jurgess, Assistant Controller



Utilities Department • 333 West Ellsworth Street • Midland, Michigan 48640-5132 • (989) 837-3341 • CitizenCommentsWater@midland-mi.org

BY COUNCILMAN

WHEREAS, the City of Midland Landfill is regulated by the Michigan Department of Environmental Quality (MDEQ), accountable to multiple Divisions including Air Quality and the Office of Waste Management and Radiological Protection (Solid Waste); and

WHEREAS, in November 2016, MDEQ and staff began discussing in detail the Landfill's sub-surface fire that occurred in January of 2016, and the result of the discussions was a notice of violation from the MDEQ Air and Solid Waste Divisions, requesting numerous documents and a thorough evaluation of the site compliance program; and

WHEREAS, the City's Landfill engineering consultant, CTI and Associates, Inc. (CTI), was brought in to support Landfill staff with the research and response to the areas of non-compliance noted in the violation along with subsequent requests from MDEQ; and

WHEREAS, the level of CTI support is above the amount required in a typical year, and has led to early depletion of the purchase order increase Council had approved at its February 13, 2017 meeting; and

WHEREAS, staff and CTI have determined that a purchase order increase of \$50,000.00 will fund the Landfill's expected regulatory compliance and operational obligations for the balance of the 2016/17 fiscal year; and

WHEREAS, funding is available for this purpose in the 2016/17 Landfill budget, combining accounts 517.8110.80.002 – Professional Services and 517.8110.81.004 – Testing; now therefore

RESOLVED, that an increase of \$50,000.00 to the existing purchase order of \$80,000.00 to CTI and Associates, Inc., is hereby authorized, bringing the total purchase order to \$130,000.00 for continued general engineering services at the Landfill.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, April 24, 2017.

Selina Tisdale, City Clerk

Backup material for agenda item:

15. * E10 Ethanol Blend Unleaded Fuel purchase from April 4 (4/5 vote required).
MURPHY

SUMMARY REPORT TO MANAGER
For City Council Meeting of April 24, 2017

SUBJECT: Approve Fuel Purchase from April 4, 2017

RESOLUTION SUMMARY: This resolution waives the requirement for sealed proposals and approves the purchase of 13,400 gallons of E10 ethanol blend unleaded fuel from Hirschman Oil for \$23,389.70 that was executed by the Interim Assistant Controller on April 4, 2017.

ITEMS ATTACHED:

1. Transmittal letter to City Manager
2. Resolution

CITY COUNCIL ACTION:

1. 4/5 vote required to approve resolution

Karen Murphy
Director of Public Services

MMR



Midland

Department of Public Services ♦ 4811 North Saginaw Road ♦ Midland, Michigan 48640 ♦ 989.837.6900 ♦ 989.835.5651 Fax ♦ www.cityofmidlandmi.gov

April 17, 2017

Jon Lynch
City Manager
Midland, Michigan

RE: Approve fuel purchase made on April 4, 2017

At their December 17, 2007 meeting, City Council adopted a resolution that allows for the purchase of full tankers of unleaded gasoline and diesel fuel exceeding \$20,000, and seek approval for the purchase at the next available Council meeting. Fuel is ordered on an as needed basis to maintain an adequate supply to meet the demand of the city fleet as well as to keep a reserve on hand to cover any unanticipated increase in usage. This process was reviewed by City Council on December 21, 2009 and is still deemed to provide significant cost savings to the City.

Fuel is purchased through a competitive bid process whereby the Interim Assistant Controller faxes out a request for a price per gallon for unleaded and/or diesel fuel to a list of fuel suppliers. Interested suppliers fax back their prices the following morning. Due to the volatility of the fuel market, pricing is only valid for the remainder of that day. The fuel purchase is awarded to the lowest price supplier, and the fuel delivery is scheduled for that same day.

It should be noted that approval of fuel purchases will require a 4/5 vote due to the need to waive the requirement for sealed proposals as a result of the above-described bidding process.

Bids were received using this process on April 4, 2017 for 13,400 gallons of E10 ethanol blend unleaded fuel. Bids were received as follows:

Hirschman Oil, Reese, MI	E10 Ethanol Blend Unleaded Fuel	\$1.7455/gallon
Super Flite Oil, Saginaw, MI	E10 Ethanol Blend Unleaded Fuel	\$1.7495/gallon
Tri-Lakes Petroleum, Alma, MI	E10 Ethanol Blend Unleaded Fuel	\$1.7520/gallon
Paxson Oil, Saginaw, MI	E10 Ethanol Blend Unleaded Fuel	\$1.7668/gallon
Foster Blue, Richmond, MI	E10 Ethanol Blend Unleaded Fuel	\$1.7905/gallon
Michigan Petroleum, Port Huron, MI	E10 Ethanol Blend Unleaded Fuel	\$1.7923/gallon

The low bid was received from Hirschman Oil of Reese, Michigan, with a price of \$1.7455 per gallon. The unit price includes the delivery charge, and the total purchase price was \$23,389.70 for 13,400 gallons of fuel delivered.

We are requesting that Council waive the requirements for sealed bids, and approve the purchase of 13,400 gallons of E10 ethanol blend unleaded fuel from Hirschman Oil for \$23,389.70 that was executed by the Interim Assistant Controller on April 4, 2017.

Respectfully submitted,

Karen Murphy
Director of Public Services

Tiffany Jurgess
Interim Assistant Controller



BY COUNCILMAN

WHEREAS, City Council adopted a resolution on December 17, 2007 that allows for the purchase of full tankers of unleaded gasoline and diesel fuel exceeding \$20,000, and seek approval for the purchase at the next City Council meeting; and

WHEREAS, City Council reviewed the process on December 21, 2009 and decided to continue as it still provides a significant cost savings to the City; and

WHEREAS, the volatility of the fuel market does not allow for staff to follow the usual sealed bid process for purchases exceeding \$20,000; and

WHEREAS, staff instead uses a competitive bid process whereby fuel vendors fax in prices that are valid for a particular day with the bid awarded to the lowest priced vendor; now therefore

RESOLVED, that the requirements for sealed proposals for the purchase of fuel are waived due to the volatility of the fuel market; and

RESOLVED FURTHER, that the purchase of 13,400 gallons of E10 ethanol blend unleaded fuel from Hirschman Oil of Reese, Michigan for \$23,389.70 executed by the Interim Assistant Controller on April 4, 2017, is hereby approved.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, April 24, 2017.

Selina Tisdale, City Clerk

Backup material for agenda item:

16. * Regular #2 Diesel Fuel purchase from April 6 (4/5 vote required). MURPHY

SUMMARY REPORT TO MANAGER
For City Council Meeting of April 24, 2017

SUBJECT: Approve Fuel Purchase from April 6, 2017

RESOLUTION SUMMARY: This resolution waives the requirement for sealed proposals and approves the purchase of 12,801 gallons of diesel fuel from Paxson Oil for \$20,989.80 that was executed by the Interim Assistant Controller on April 6, 2017.

ITEMS ATTACHED:

1. Transmittal letter to City Manager
2. Resolution

CITY COUNCIL ACTION:

1. 4/5 vote required to approve resolution

Karen Murphy
Director of Public Services

KMR



April 17, 2017

Jon Lynch
City Manager
Midland, Michigan

RE: Approve fuel purchase made on April 6, 2017

At their December 17, 2007 meeting, City Council adopted a resolution that allows for the purchase of full tankers of unleaded gasoline and diesel fuel exceeding \$20,000, and seek approval for the purchase at the next available Council meeting. Fuel is ordered on an as needed basis to maintain an adequate supply to meet the demand of the city fleet as well as to keep a reserve on hand to cover any unanticipated increase in usage. This process was reviewed by City Council on December 21, 2009 and is still deemed to provide significant cost savings to the City.

Fuel is purchased through a competitive bid process whereby the Interim Assistant Controller faxes out a request for a price per gallon for unleaded and/or diesel fuel to a list of fuel suppliers. Interested suppliers fax back their prices the following morning. Due to the volatility of the fuel market, pricing is only valid for the remainder of that day. The fuel purchase is awarded to the lowest price supplier, and the fuel delivery is scheduled for that same day.

It should be noted that approval of fuel purchases will require a 4/5 vote due to the need to waive the requirement for sealed proposals as a result of the above-described bidding process.

Bids were received using this process on April 6, 2017 for 12,801 gallons of diesel fuel. Bids were received as follows:

Paxson Oil, Saginaw, MI	Regular #2 Diesel	\$1.6397/gallon
Super Flite Oil, Saginaw, MI	Regular #2 Diesel	\$1.6450/gallon
Michigan Petroleum, Port Huron, MI	Regular #2 Diesel	\$1.6840/gallon
Hirschman Oil, Reese, MI	Regular #2 Diesel	\$1.7500/gallon

The low bid was received from Paxson Oil of Saginaw, Michigan, with a price of \$1.6397 per gallon. The unit price includes the delivery charge, and the total purchase price was \$20,989.80 for 12,801 gallons of fuel delivered.

We are requesting that Council waive the requirements for sealed bids, and approve the purchase of 12,801 gallons of regular #2 diesel fuel from Paxson Oil for \$20,989.80 that was executed by the Interim Assistant Controller on April 6, 2017.

Respectfully submitted,

Karen Murphy
Director of Public Services
MMR

Tiffany Jurgess
Interim Assistant Controller



BY COUNCILMAN

WHEREAS, City Council adopted a resolution on December 17, 2007 that allows for the purchase of full tankers of unleaded gasoline and diesel fuel exceeding \$20,000, and seek approval for the purchase at the next City Council meeting; and

WHEREAS, City Council reviewed the process on December 21, 2009 and decided to continue as it still provides a significant cost savings to the City; and

WHEREAS, the volatility of the fuel market does not allow for staff to follow the usual sealed bid process for purchases exceeding \$20,000; and

WHEREAS, staff instead uses a competitive bid process whereby fuel vendors fax in prices that are valid for a particular day with the bid awarded to the lowest priced vendor; now therefore

RESOLVED, that the requirements for sealed proposals for the purchase of fuel are waived due to the volatility of the fuel market; and

RESOLVED FURTHER, that the purchase of 12,801 gallons of regular #2 diesel fuel from Paxson Oil of Saginaw, Michigan for \$20,989.80 executed by the Interim Assistant Controller on April 6, 2017, is hereby approved.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, April 24, 2017.

Selina Tisdale, City Clerk

Backup material for agenda item:

17. * Zoning Petition No. 611 - to amend the City of Midland zoning map by rezoning property located at 501 Bayliss Street and part of 2710 Jefferson Avenue from Community Commercial zoning to Regional Commercial zoning (5/22).
KAYE

**SUMMARY REPORT TO CITY MANAGER
for City Council Meeting of 4-24-17**

SUBJECT: Zoning Petition No. 611

PETITIONER: David H. Helgersen

PLANNING COMMISSION PUBLIC HEARING: April 11, 2017

PLANNING COMMISSION ACTION: Recommendation of approval.

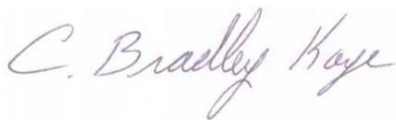
SUMMARY: ACTION TO SET A PUBLIC HEARING TO AMEND THE CITY OF MIDLAND ZONING MAP BY REZONING PROPERTY LOCATED AT 510 BAYLISS STREET AND PART OF 2710 JEFFERSON AVENUE FROM COMMUNITY COMMERCIAL ZONING TO REGIONAL COMMERCIAL ZONING.

ITEMS ATTACHED:

1. Letter to City Manager setting forth Planning Commission action.
2. Resolution for City Council Action.
3. Staff Report to Planning Commission dated April 6, 2017.
4. Planning Commission minutes of April 11, 2017 (public hearing).
5. Map showing location of property.

CITY COUNCIL ACTION:

1. Public hearing is required. Date: May 22, 2017.
2. Advertising date: May 6, 2017.
3. Public Hearing notification to area residents mail date: May 5, 2017.
4. 3/5 vote required to set a public hearing.



C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

CBK

4-19-17



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

April 19, 2017

Jon Lynch, City Manager
City Hall - 333 West Ellsworth Street
Midland, Michigan

Dear Mr. Lynch:

At its meeting on Tuesday, April 11, 2017, the Planning Commission considered Zoning Petition No. 611, the request of David H. Helgerson to rezone the property located at 510 Bayliss Street and part of 2710 Jefferson Avenue from Community Commercial zoning to Regional Commercial zoning.

After deliberation on the petition, the Planning Commission took the following action:

Motion by Heying and seconded by Stamas to recommend to City Council the approval of Zoning Petition No. 611 initiated by David H. Helgerson to zone the property at 510 Bayliss Street and part of 2710 Jefferson Avenue from Community Commercial zoning to Regional Commercial zoning.

Vote on the motion:

YEAS:	Bain, Heying, Koehlinger, Mayville, McLaughlin, Pnacek, Stamas and Tanzini
NAYS:	None
ABSENT:	Hanna

The motion was approved 8 to 0.

No public comments were received at the public hearing held by the Planning Commission.

The City Council is therefore being requested to set a public hearing to consider Zoning Petition No. 611 for May 22, 2017 at 7:00 p.m.

Respectfully,

C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

CBK/djm

LETTER OF TRANSMITTAL – ZP #611 Set PH



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

BY COUNCILMAN

WHEREAS, a public hearing was held by the Planning Commission on Tuesday, April 11, 2017 for property located at 510 Bayliss Street and part of 2710 Jefferson Avenue for the purpose of considering the advisability of amending the Zoning Map of Ordinance No. 1585, the Zoning Ordinance of the City of Midland, from Community Commercial zoning to Regional Commercial zoning; now therefore

RESOLVED, that notice is hereby given that a public hearing will be held by the City Council on Monday, May 22, 2017, at 7:00 p.m. in the Council Chambers, City Hall, for the purpose of considering the advisability of amending the Zoning Map of Ordinance No. 1585, the Zoning Ordinance of the City of Midland, as set forth in the following proposed Ordinance, which is hereby introduced and given first reading; and

RESOLVED FURTHER, that the City Clerk is hereby directed to notify property owners within three hundred (300) feet of the area proposed to be rezoned by transmitting notice on or before May 5, 2017 and to publish said notice on May 6, 2017.

ORDINANCE NO. _____

AN ORDINANCE TO AMEND ORDINANCE NO. 1585, BEING AN ORDINANCE TO REGULATE AND RESTRICT THE LOCATION OF TRADES AND INDUSTRIES AND THE LOCATION OF BUILDINGS DESIGNED FOR SPECIFIC USES, TO REGULATE AND LIMIT THE HEIGHT AND BULK OF BUILDINGS HEREFTER ERECTED OR ALTERED, TO REGULATE AND DETERMINE THE AREA OF YARDS, COURTS, AND OTHER OPEN SPACES SURROUNDING BUILDINGS, TO REGULATE AND LIMIT THE DENSITY OF POPULATION, AND FOR SAID PURPOSES, TO DIVIDE THE CITY INTO DISTRICTS AND PRESCRIBE PENALTIES FOR THE VIOLATION OF ITS PROVISIONS BY AMENDING THE ZONING MAP TO PROVIDE A REGIONAL COMMERCIAL ZONING DISTRICT WHERE A COMMUNITY COMMERCIAL ZONING DISTRICT PRESENTLY EXISTS.

The City of Midland Ordains:

Section 1. That the Zoning Map of Ordinance No. 1585, being the Zoning Ordinance of the City of Midland, is hereby amended as follows:

510 Bayliss Street

BEG ON N LN OF REPLAT OF KEPPELS ADD SECTION 15, 575.29 FT E OF W SEC LN E 217.33 FT N 38D 37M W 134.23 FT W 179.89 FT S 46.38 FT S 38D 37M E 74.93 FT TO POB

2710 Jefferson Avenue

BEG 165 FT S OF NW COR OF SW ¼ OF NW ¼ SEC 15, TH E 528 FT, S 106.38 FT S 38D 37M E 74.93 FT W 575.29 FT N 165 FT TO POB LESS 130 FT BY 165 FT (FRONTAGE) FROM JEFFERSON AVENUE

Be, and the same is hereby changed to Regional Commercial zoning.

Section 2. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 3. This Ordinance shall take effect upon publication.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, April 24, 2017.

Selina Tisdale, City Clerk



ZP #611

Date: April 6, 2017

STAFF REPORT TO THE PLANNING COMMISSION

SUBJECT: Zoning Amendment Petition #611 (Rezoning Request)

APPLICANT: David H Helgersen

LOCATION: 510 Bayliss Street and part of 2710 Jefferson Avenue

AREA: approximately 2 acres (includes portions of abutting street right-of-ways)

ZONING: EXISTING: CC Community Commercial
 PROPOSED: RC Regional Commercial

ADJACENT ZONING: N: CC Community Commercial
 W: CC Community Commercial
 E: RC Regional Commercial
 S: OS Office Service

ADJACENT DEVELOPMENT: N: Community Mental Health and Post Office
 W: Vacant
 E: Commercial (Cintas)
 S: Office buildings, salons, coffee shop

REPORT

Zoning Petition No. 611, initiated by David Helgersen, proposes to rezone property located at 510 Bayliss and 2710 Jefferson Avenue from CC Community Commercial to RC Regional Commercial. There are no conditions offered by the applicant; therefore, the full contents of the RC zoning district must be considered. In order to apply uniform zoning to this area, a portion of the abutting Bayliss Street right-of-way has also been included in the petition.

BACKGROUND

The subject properties are currently vacant of any structures or use. The applicant advises that this condition has existed for many years.

The property is located in an area comprised of several land use designation by the City of Midland Master Plan. The subject site as well as properties to the northwest and south east are planned for Commercial purposes. Several of the properties to the south, facing Dartmouth Drive, are planned for Office-Service purposes. The Post Office facility, located to the northeast, is identified by a Public Parks and Recreation designation.

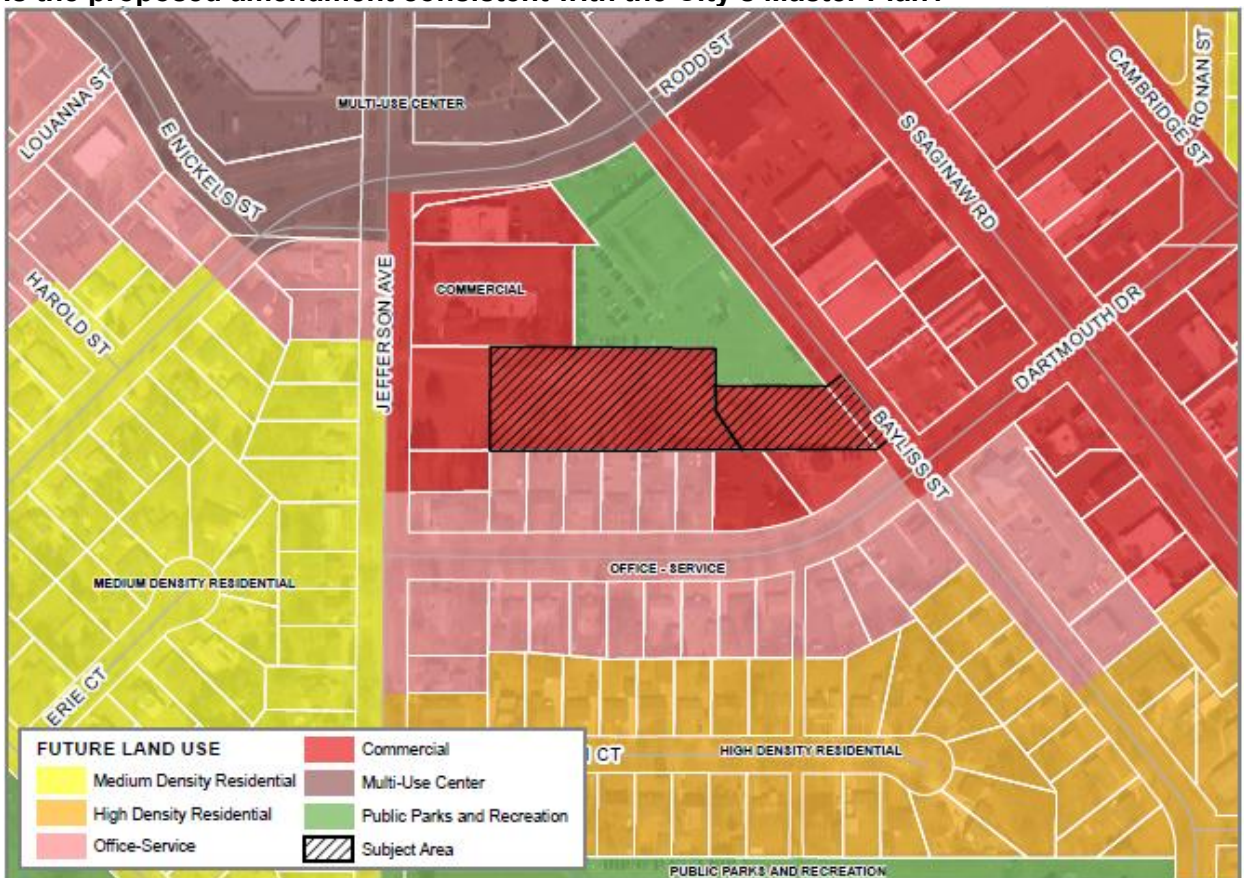
Zoning of the site and surrounding area is also varied. The subject parcels, as well as lands to the west, north and southeast are zoned CC Community Commercial. Most properties to the south are zoned Office Service. Across Bayliss Street properties are zoned Regional Commercial.

Upon review of the land uses allowed by the CC Community Commercial and RC Regional Commercial districts, it will be apparent that the districts are very similar in nature and scope of permitted uses. Some uses do change from a conditional land use category to a permitted land use category, but the primary differences are the introduction of several light industrial uses, day shelters, transitional housing and residential treatment facilities. District requirements change only by eliminating the maximum height allowance of 28 ft that applies within the CC Community Commercial district.

ASSESSMENT

In accordance with Section 30.03(D) of the Zoning Ordinance, the Planning Commission and City Council shall at minimum, consider the following before taking action on any proposed zoning map amendment:

1. Is the proposed amendment consistent with the City's Master Plan?



Yes. The Future Land Use map of the City's Master Plan identifies this property as Commercial.

The intended land uses of Commercial designated areas vary dependent upon the size and geographic location of the planned areas. This area is located adjacent to the South

Saginaw Road commercial corridor, in close proximity to the Multi Use Center commonly referred to as the Ashman Circle Area. Large concentrations of planned commercial development are planned for this area. The impacts on the sustainability of the Downtown, Center City and Circle districts are to be considered when planning for additional commercial uses, and buffering of surrounding low density residential areas is to be accomplished through the use of medium-high density residential and office-service use where practical. The proposed zoning respects these latter goals through the maintenance of existing zoning along the more residentially oriented nature of Jefferson Avenue.

2. Will the proposed amendment be in accordance with the intent and purpose of the Zoning Ordinance?

Yes. In staff's opinion, the proposed rezoning would promote the intent of the zoning code through reclassification of the parcel as stated (outlined below) in the City's zoning code.

Section 1.02 B INTENT

It is the purpose of this Zoning Ordinance to promote the public health, safety, comfort, convenience, and general welfare of the inhabitants of Midland by encouraging the use of lands and natural resources in accordance with their character, adaptability and suitability for particular purposes; to enhance social and economic stability; to prevent excessive concentration of population; to reduce hazards due to flooding; to conserve and stabilize the value of property; to provide adequate open space for light and air; to prevent fire and facilitate the fighting of fires; to allow for a variety of residential housing types and commercial and industrial land uses; to minimize congestion on the public streets and highways; to facilitate adequate and economical provision of transportation, sewerage and drainage, water supply and distribution, and educational and recreational facilities; to establish standards for physical development in accordance with the objectives and policies contained in the Master Plan (Comprehensive Development Plan); and to provide for the administration and enforcement of such standards.

3. Have conditions changed since the Zoning Ordinance was adopted that justifies the amendment?

Yes. Development along the Dartmouth Drive corridor has incrementally converted residential housing units to offices and salons. This change has introduced a buffer between the subject property and the surrounding residential neighborhoods.

4. Will the amendment merely grant special privileges?

No. The area is planned for Commercial development by the City. The proposed use of the subject parcel and those of the adjoining parcels are suitable for a variety of commercial development. Approval of this amendment will grant only privileges that are envisioned by the Master Plan.

5. Will the amendment result in unlawful exclusionary zoning?

No. The zoning amendment would continue an adjacent pattern of zoning designation. This parcel will expand the existing RC Regional Commercial zoning that currently applies to properties located across Bayliss Street to the east.

6. Will the amendment set an inappropriate precedent?

No. The zoning petition is supported by the City's Master Plan and its Future Land Use map.

This petition will pull RC Regional Commercial zoning across Bayliss Road and into this block where such zoning does not currently exist. Given the nature of surrounding land uses, however, this change appears reasonable for the area.

7. Is the proposed zoning consistent with the zoning classification of surrounding land?

Partially. RC Regional Commercial zoning does not exist in this specific block but is adjacent to the subject property across Bayliss Street. This is considered an appropriate zoning change given the land uses envisioned by the Master Plan and currently permitted by zoning on the surrounding lands.

8. Is the proposed zoning consistent with the future land use designation of the surrounding land in the City Master Plan?

Yes. The current Master Plan supports the subject properties to be used for Commercial purposes. Additional lands to the west, northwest and southeast are similarly planned for Commercial purposes. Lands south are planned for Office Service purposes and will provide an appropriate buffer from residential neighborhoods further to the south. Although lands immediately north are planned as Public Parks and Recreation, those lands are developed and used as a Post Office and would not be negatively impacted by commercial development and use of the subject properties.

9. Could all requirements in the proposed zoning classification be complied with on the subject parcel?

Yes. The subject parcels could meet all of the RC Regional Commercial requirements for new developments.

10. Is the proposed zoning consistent with the trends in land development in the general vicinity of the property in question?

Yes. The zoning of this parcel for RC Regional Commercial purposes will be consistent with several property uses in the surrounding area, particularly to the north and east. While less intensive uses are typically found to the south, those uses serve to buffer the subject property from residential neighborhoods further south. By not extending the RC district fully to the Jefferson Avenue frontage, a reasonable separation from the existing residences on the west side of Jefferson Avenue will also be maintained.

ADDITIONAL STAFF COMMENTS

No written public comments have been received in support or opposition of the petition at the time this report was drafted.

STAFF RECOMMENDATION

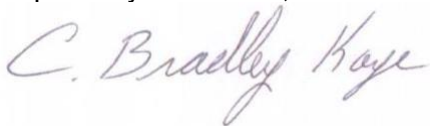
Upon review of the requested zoning change, staff recommends approval of the rezoning petition for the following reasons:

- The proposed zoning is a reasonable and logical extension of existing RC Regional Commercial zoning in the area.
- RC Regional Commercial zoning is a reasonable and appropriate zoning classification that will permit development of the subject lands for uses compatible with the neighboring commercial and office-service development.
- RC Regional Commercial zoning would continue the development pattern envisioned by the City of Midland Master Plan.
- The proposed zoning district is considered appropriate given the anticipated future development patterns in the area.

PLANNING COMMISSION ACTION

Staff currently anticipates that the Planning Commission will hold a public hearing on this request during its regular meeting on April 11, 2017 and will formulate an appropriate recommendation to City Council thereafter. If recommended to City Council the same evening, we anticipate that on April 24, 2017 the City Council will set a public hearing on this matter. Given statutory notification and publication requirements, the City Council will schedule a public hearing for May 22, 2017 at which time a decision will be made on the proposed zoning change. Please note that these dates are merely preliminary and may be adjusted due to Planning Commission action and City Council agenda scheduling.

Respectfully Submitted,

A handwritten signature in blue ink that reads "C. Bradley Kaye". The signature is written in a cursive, flowing style.

C. Bradley Kaye, AICP
Assistant City Manager for Development Services

**MINUTES OF THE MEETING OF THE
MIDLAND CITY PLANNING COMMISSION
WHICH TOOK PLACE ON
TUESDAY, APRIL 11, 2017, 7:00 P.M.,
COUNCIL CHAMBERS, CITY HALL, MIDLAND, MICHIGAN**

1. The meeting was called to order at 7:00 p.m. by Chairman McLaughlin
2. The Pledge of Allegiance was recited in unison by the members of the Commission and the other individuals present.

3. **Roll Call**

PRESENT: Bain, Heying, Koehlinger, Mayville, McLaughlin, Pnacek, Stamas and Tanzini

ABSENT: Hanna

OTHERS PRESENT: Brad Kaye, Assistant City Manager for Development Services; Grant Murschel, Community Development Planner; and ten (10) others.

4. **Approval of Minutes**

Moved by Mayville and seconded by Koehlinger to approve the minutes of the regular meeting of March 28, 2017. Motion passed unanimously.

5. **Public Hearing**

- a. **Site Plan No. 356** – initiated by Richard L. Fosgitt, PE on behalf of Earl D. Bennett Construction, Inc. for site plan review and approval for the construction of Forestview Crossings, a 34 unit, residential site condominium project, located at 9203 Eastman Avenue.

Kaye gave the staff presentation and highlighted the subject location and current zoning. He reviewed the phases of the development and the details of the site plan proposal. The proposal meets the district requirements of the RB zoning district. Further site plan review will be necessary on units where more than two resident units will be proposed. The Midland County Road Commission has submitted a letter outlining the permitting process that will be required in order to approve the access points onto Monroe Road and Eastman Avenue. Kaye also reviewed the contents within the condominium Master Deed and Bylaws.

Koehlinger inquired about the location of the Midland Urban Growth Boundary (MUGA) in this location. The boundary is essentially Monroe Road on the west side of Eastman Avenue.

Mayville wondered if the development of more than two residential units would be permitted. It would be by right but it must meet the City's site plan review standards.

Richard Fosgitt, agent for the applicant and resident of Midland, spoke as the agent for the applicant. He indicated that site condominiums provide a more formal structure for an association to care for the maintenance of the common areas. The applicant indicated that only duplexes (two unit residential units) would be permitted on the lots, as part of the deed restrictions.

Lawrence Bartos, of 2450 N Eastman Road, indicated that he had no objections. He wanted to clarify whether or not there will be recreation areas within the development and also whether or not a pump station would service the development. He also wondered if he could connect to City water but not annex into the City.

Kaye responded that residents will have access to City Forest but there are no specific recreational areas proposed by the applicant. A pump station is proposed to provide sanitary sewer to the site.

Rebecca and Tom Bentley, 2371 N Eastman Road, asked for additional information on the proposal regarding the Dempski Drain and potential wetlands on the site. They are concerned about the amount of vehicle traffic that the new development will cause. They noted the verbal agreement to preserve trees on the site but wondered if it is possible for the agreement to be written. They are also curious to know if they will have the availability to connect to future City utilities.

Fosgitt indicated that wetlands would not be disturbed and that careful consideration would be given when crossing the drain, in line with the permits of the County Drain Commission and MDEQ. Tree preservation will be up to the future owners of each unit, and that he thinks it will be in their best interest to retain as many trees as possible.

The public hearing was closed.

A motion was made by Pnacek to waive the procedural requirements to permit consideration of the proposed application. The motion was seconded by Stamas. The motion was approved unanimously.

McLaughlin wondered about potential impacts to water pressure. Kaye indicated that he understands that negative impacts would not be likely and have not come up during review by the City Engineer and the City Utility Department. Screening is not required for one and two unit residential units as it is only required with developments of more than two residential units.

Koehlinger commented that he was originally concerned with access onto the existing road network but is glad to see a single access street onto Eastman Avenue and Monroe Road. Stamas wondered about coordination of street connections with the Midland County Road Commission.

It was moved by Heying and supported by Tanzini to recommend approval of Site Plan No. 356 initiated by Richard L. Fosgitt, PE on behalf of Earl D. Bennett Construction, Inc. for the construction of Forestview Crossings, a 34 unit, residential site condominium project, located at 9203 Eastman Avenue with the following contingencies:

1. A sidewalk must be installed along the Monroe road frontage of units 28 and 31-34.
2. A final stormwater permit must be approved by the City Engineering Department.
3. A final soil erosion and sedimentation control permit must be approved by the City Building Department.
4. Final engineering drawings and public sanitary sewer and water utility easements to the satisfaction of the City Engineering Department must be submitted.
5. Final approval by the City Utility Department for connection to the Larkin township water main.
6. Final approval of an infrastructure agreement between the City and developer to provide for the extension of the public sanitary sewer utility.
7. Final permit approval from the Midland County Road Commission for street connections to Monroe Road and Eastman Avenue.
8. Final permit approval from the Midland County Drain Commission for stormwater discharge into the Dempski Drain.
9. Final permit approval from the Michigan Department of Environmental Quality for crossing of the Dempski Drain.
10. Final approval and execution of a development agreement to the satisfaction of the City Attorney's Office, Engineering and Planning Departments.

YEAS: Bain, Heying, Koehlinger, Mayville, McLaughlin, Pnacek, Stamas and Tanzini
 NAYS: None
 ABSENT: Hanna

- b. **Zoning Petition No. 611** – initiated by David Helgerson to rezone the property located at 510 Bayliss Street and a portion of 2710 Jefferson Avenue from Community Commercial zoning to Regional Commercial zoning.

Murschel provided the staff overview and presentation of the petition, clarifying the extent of the zoning petition. A portion of the 2710 Jefferson Avenue parcel is proposed to remain CC Community Commercial. He reviewed the criteria for rezoning requests. The Master Plan designates the subject area for Commercial purposes.

Bain commented that new development in this portion of the city would be good for the neighborhood.

David Helgerson, of 2105 Springwood, spoke as the applicant. He agreed that new development of this site would be good for this part of the city. Split zoning of the 2710 Jefferson Avenue property will keep a lesser zoning on the portion of the site that fronts Jefferson Avenue.

No comments in support or opposition of the petition were received.

The public hearing was closed.

A motion was made by Heying to waive the procedural requirements to permit consideration of the proposed application. The motion was seconded by Pnacek. The motion was approved unanimously.

Heying indicated that the buffer between commercial and residential has already been established along the south. He further indicated that development would be good in this location and if the zoning change gets a developer closer to something it would be ideal. Bain commented that this neighborhood has been very stable and that additional development would be good for the neighborhood.

McLaughlin indicated that retaining Community Commercial will act as a small buffer on the block.

It was moved by Heying and supported by Stamas to recommend approval of Zoning Petition No. 611 initiated by David Helgerson to rezone the property located at 510 Bayliss Street and a portion of 2710 Jefferson Avenue from Community Commercial zoning to Regional Commercial zoning.

YEAS: Bain, Heying, Koehlinger, Mayville, McLaughlin, Pnacek, Stamas and Tanzini
 NAYS: None
 ABSENT: Hanna

6. **Old Business**

None

7. **Public Comments (unrelated to items on the agenda)**

None

8. New Business**a. Capital Improvement Plan**

Kaye provided a quick overview of the plan. A public hearing is scheduled for Tuesday, April 25, 2017.

9. Communications

None

10. Report of the Chairperson

McLaughlin expressed his appreciation for the staff report and analysis of the two proposals tonight, particularly the site condominium that was presented.

11. Report of the Planning Director

Kaye provided an update on the actions during the City Council meeting on Monday, April 10, 2017. Also, due to good weather, a handful of road construction projects have already begun across the city.

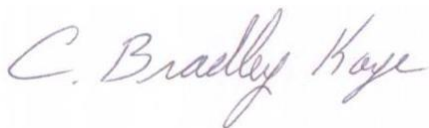
12. Items for Next Agenda – April 25, 2017

a. Zoning Text Amendment No. 159 - initiated by the City of Midland, to amend Table 26.01 and Section 26.02 Footnotes to the Schedule of Regulations in the Zoning Ordinance being the Schedule of Regulations LCMR minimum setback requirements.

b. Capital Improvement Plan**13. Adjourn**

It was motioned by Heying and seconded by Koelingher to adjourn at 8:41 p.m. Motion passed unanimously.

Respectfully submitted,



C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

MINUTES ARE NOT FINAL UNTIL APPROVED BY THE PLANNING COMMISSION

ZP #611 | CC Community Commercial to RC Regional Commercial



> 5 Page 155 | 5110 Bayliss Street & 2710 Jefferson Avenue

